

**BROWNS BAY SCHOOL
BOARD OF TRUSTEES MEETING
24 June 2021 - 6.30pm**

Present: Peter Mulcahy, Stacey Strang, Tanya Sheppard, Jerry Dai, Ben Sheeran, Nick Brown

Apologies: Daniel Smith, Jacky Carr, Jo Hewitt, Liz Hammelburg

BOT Board No Conflict of Interest was revealed.

Interim Chairperson: Nick nominated Stacey.

Seconded: Tanya Sheppard

Stacey was nominated and duly accepted to act as chairperson, in Daniel's absence, until next month's meeting.

Confirmation of previous minutes

Moved: Stacey Strang

Seconded: Ben Sheeran **Carried**

Matters Arising:

SIP Money – Peter confirmed with the MOE that the remaining SIP Money goes to Room 22/23 and the Pool Area

Boiler Project – Peter confirmed with the MOE that the Boiler Renovation Project on the 5YA will be amended

Fee Refund Policy – A decision on this will be decided after SchoolDocs has been reviewed and implemented

Food and Nutrition Policy - A decision on this will now be decided after SchoolDocs has been reviewed

SchoolDocs – Peter has subscribed to SchoolDocs and this is further reported on in General Business

ERO Report – The SLT are working on the items required, they will be ready for the next meeting with Glenn B

Correspondence: Tabled

BOT June Hours – Recorded

REPORTS

FINANCIAL:

Peter presented the May finances pointing out that the budget set aside for the cleaning of the school may go over this year as extra 'COVID-19' cleaning measures have been kept in place and remain necessary for the foreseeable future.

Peter moved the adoption of the May accounts.

Seconded: Jerry Dai **Carried**

ANNUAL REPORT 2020

Peter tabled the Annual Report 2020 which had been previously emailed to the Board. A copy of the Annual Report 2020 has been electronically sent to the MOE and is on the school website.

PRINCIPALS:

The Principals Report was taken as read

School Events – Stacey acknowledged the time and effort that staff are putting into the various extracurricular programs and in particular congratulated the superb Matariki performance from the Kapa Haka group at Murrays Bay Primary's Matariki Festival.

Power and Internet – Recent unexpected power outages raised concerns as even with a UPS for back-up in these situations, there was an issue that “trips” a circuit when the power is returned. This led to the internet not coming back on even with a controlled start up to all the appliances. We asked New Era initially, to investigate and hopefully determine the problem. They managed to make some changes that appear to have fixed the problem for now.

Peter moved his report

Seconded: Nick Brown **Carried**

Property – Peter informed the Board of the MOE/Woodview Construction’s view of the possible costs/options for the BBS pool area and surrounds now that some different plans were presented to them that included slight variances to the storage rooms/changing rooms/shade and seating.

The changes seem to have created an opportunity for the proposed costs to increase considerably and have blurred the items that need to be paid for by the MOE and the items that need to be paid for by the Board.

After lengthy discussion, the Board concur that they do not completely agree with the proposed design changes or the shift in costs. Their understanding is that many of the suggested costs that have now been passed onto the school, are costs that will arise from necessity in conjunction with the new build and should not be charged to the school.

This on top of the build being 8 weeks behind has greatly concerned the Board.

Peter will pass on the Board’s concerns and hope to come to a new agreement for the distribution of costs and more resolve from the building company to stay on schedule for the remainder of the build.

PM

HAS – Injury Report – The Injury Report for the period 12 March to 26 June 2021 was tabled.

The board discussed the current traffic congestion and subsequent problems at length. Some changes may be made to change the flow of pedestrians that may encourage more people to use the provided crossings. A solution is complicated by the placement of the school’s designated mobility parking space however, efforts will be made to negate this.

SLT

GENERAL BUSINESS:

SchoolDocs – Peter advised that the service agreement has been signed off with SchoolDocs. He outlined the SchoolDocs website to the board, provided access information and invited them to read through it and make any suggestions they felt necessary.

*All
Board*

Professional Growth Cycle (Information) – Peter overviewed this document to the board. Stacey congratulated Peter on the format.

Te Rito (Information) – Peter summarised Te Rito to the board, explaining that it is an MOE Information sharing platform for learner data that enables the safe and secure transfer of information between schools. The school roles involved are the Principal, Deputy Principal, SENCO and people in Learning Support roles. No teacher access. The Te Rito platform has currently been placed on hold, further information will be provided as it becomes available.

Pathways to Success (Introduction) – Peter tabled information on the Browns Bay School “Pathway to Success” document, and clarified that it is a shared agreement by teachers on what are the expected BBS effective teaching practices. The original ‘Pathway to Success’ was introduced in 2010 and a review of the document began in 2018, leading to the current iteration. “Pathways to Success” is a living document and will be reviewed when required.

NELP and Reporting Framework (Introduction) – Peter provided information regarding NELP’s and Reporting Framework, explaining that there is new planning and reporting framework for boards in progress.

Planning and reporting are the main ways for boards and their schools, kura, and communities of learning kāhui ako to:

- implement the Government's education objectives in the Education and Training Act 2020
- achieve better education and learning outcomes for their students and ākongā.

Next year 2022, is the last year the board must have a charter. A new planning and reporting framework comes into effect on 1 January 2023:

- the board's 2022 charter becomes the board's first (transitional) strategic plan. How long this plan stays in place will be determined by regulations
- future 3-year strategic plans will stay in place for up to three years.

The board discussed the 2023 deadline, agreeing that the current board should have some planning in place for a new incoming board and that community consultation is also needed.

*All
Board*

Meeting Closed: 9.00pm

Next Meeting: Thursday 29 July 2021 – 6.30pm