

**MINUTES OF THE COLLINGWOOD AREA SCHOOL BOARD OF TRUSTEES MEETING
HELD MONDAY 24 AUGUST 2020 AT 3.30PM**

PRESENT

Hugh Gully (Principal) Vincent Andrew (Chairperson) Joyce Wyllie Renee Riley Brendan Richards
Elizabeth McPherson Sarah-Renee Van Kleef (Student Trustee)

APOLOGIES

Mieke van Lammeren (Staff) Irene Pomeroy (Board Secretary)

MANA WHENUA

Anne Harvey

KARAKIA

Hugh Gully opened the meeting with a Karakia

INTEREST REGISTER AND DECLARATIONS OF INTERESTS

No Conflicts of Interest

STRATEGIC DECISIONS

CHILD PROTECTION POLICY

- Draft of the Child Protection Policy has been completed. It will be ready to present to the Board at their September meeting and Hugh Gully recommended that the Board read through the Policy carefully.

STAFF LEAVE POLICY

- **Motion**
The Board adopt the Staff Leave Policy.
Moved Renee Riley / **Seconded** Joyce Wyllie **Carried Unanimously**

MONITORING

PRINCIPAL'S REPORT

As printed

NAG 3 Personnel

- Hugh Gully presented to the Board his proposal to appoint a permanent English teacher, permanent primary teacher and a part time long term reliever (0.6) for 2021. The Appointments Committee and Timeframe to be confirmed for the process.

Motion

The Board approves for Hugh Gully to advertise the 2021 staffing positions.

Moved Brendan Richards / **Seconded** Renee Riley

Carried Unanimously

- Hugh Gully's appraisal 19 October 2020. Gary O'Shea (Appraiser) is doing a full appraisal this year.

NAG 4 Finance and Property

- Discussion was held on the Rebuild Plan – Playground, Heating, Ventilation, Boiler, Soundproofing, Space, Flow, Light, Pedagogy, Collaboration, Whare Nui / Whare Kura and Playcentre.

- **Motion**

The Board approved for Vincent Andrew to sign the endorsement of the Master Plan.

Moved Hugh Gully / **Seconded** Brendan Richards

Carried Unanimously

- Hugh Gully to send out the dates to Board members when clarified of the upcoming Rebuild team meetings.
- Discussion was held on the possible ways to use the Five Year Plan money we have available:
 - Upgrade Hall
 - Painting
 - Changing Rooms

The Board decided before making a decision to wait and see what the final figures will be.

- Hugh Gully to check up on how to possibly fund a small truck or other suitable vehicle for the Property Manager to use in his duties around the school.
- Vincent Andrew to respond to Playcentre's request for membership of the Rebuild Project Management Team. Vincent Andrew will inform Playcentre that they are a stakeholder and will be consulted in future discussions.

- **Motion**

Hugh Gully to engage School Support to put together a Project Plan to remediate the drainage on the school's front field and improve the surface.

Moved Vincent Andrew / **Seconded** Joyce Wyllie

Carried Unanimously

- Elizabeth McPherson pointed out that Harakeke planted at the far end of the playing field was donated and that each variety is useful for a different purpose.
 - Folder with this information is in the school's Library.
 - Flax to be incorporated into landscaping.
 - Information to be made available for the Property Manager and community on how to care for the Harakeke.

The Board adopted the Principal's Report.

Moved Vincent Andrew / **Seconded** Brendan Richards

Carried Unanimously

FINANCE

- **Motion**

The Board adopt the June 2020 Statements of Financial Position (attached).

Moved Hugh Gully / **Seconded** Vincent Andrew

Carried Unanimously

- Irene Pomeroy to complete the July Financial Statements of Financial Position for the September meeting.

HAZARDS REGISTER

No Entries

STRATEGIC DECISIONS

- Vincent Andrew reported back to the Board on the NZSTA training held at Pohara Saturday 22 August 2020.
 - Changes in the Education Act are being developed.
 - Charters will be phased out and Strategic Plans phased in.
 - Annual Plans will cease being required to be presented to the Ministry of Education.
 - Discussion was held on powers in a pandemic.
- Irene Pomeroy is Returning Officer in the upcoming Student Trustee Election.
- Dentist Bus update – may not go ahead. Golden Bay High School are not supporting the initiative.
- Upcoming Board Meeting Dates
 - 21 September 2020 – with community consult re design (7.00 – 8.00pm)
 - 19 October 2020
 - 16 November 2020

ADMINISTRATION

MINUTES OF THE PREVIOUS MEETING

Motion

That the Minutes of the meeting held on 29 June 2020 are a true and accurate record.

Moved Joyce Wyllie/ **Seconded** Brendan Richards

Carried Unanimously

CORRESPONDENCE

As printed

Additional Correspondence

Collingwood Playcentre

Motion

That the Inward and Outward Correspondence is accepted.

Moved Joyce Wyllie / **Seconded** Renee Riley

Carried Unanimously

KARAKIA

Anne Harvey closed the meeting with a Karakia.

The meeting closed at 5.40pm

Next Board Meeting – Monday 21 September 2020