

Connecting to Others, Our Environment and the Future

*Te whanaungatanga ki te tangata, te taio, te anamata hoki*

## Collingwood Area School Board of Trustees General Meeting 19 Feb Meeting 2024

**Start Time:** 3.05pm

**Present:** Brendan Richards (presiding member), Dan Jessep (parent rep), Anne Harvey (MKM rep), Briar Hayton - Seele (parent rep), Carrol Roberts (parent rep), Peter Taylor (teacher rep), Hugh Gully (principal), Diane Street (member of the public) & Kaye Stark (BOT - admin)

**Absent:** Amelia Swan (student rep)

### **Welcome:**

Welcome began with a karakia by whaea Anne

She has put a folder on the BOT drive "KARAKIA" with the examples of mihi, karakia and correct pronunciation.

BR called for any extra Agenda items

- Correspondence - letter from the teachers presented by PT was accepted to be read at this meeting.

### **Strategic Plan 2023 - 2025**

The BOT spent considerable time updating and providing input into the draft plan. There was discussion on the level of detail and specifics required for each of the goals within the Strategic Plan vs the Annual Plan. All members agreed on the importance of embedding our new school vision and values within the document. It was also agreed for the need to address wellbeing and to find a way of measuring changes.

### **School Re-Build Update:**

There was general concern over the lack of work onsite recently.

HG presented the latest update of the landscape plan to the BOT. The drawing showed many highlighted areas depicting things from the original plans that will no longer be funded.

We are still waiting for prices on asphalt for hardcourt area. There has been an estimate of 60K for a hard surface court.

HG asked BOT members to review the Value Engineering report. The second netball/basketball court and sandpit area are still seen as a priority. Estimates of 150 - 200K for the second court 60K for surfacing & 20K for hardware so approx 280K for one court.

The BOT then looked at the school's estimated uncommitted funds. After initial discussion BR asked KS to get some clarification on the amount and why it has dropped significantly over the last 6 months.

### **Correspondence:**

BOT members read the letter from CAS secondary school teachers (see correspondence file). The BOT decided to form a committee to investigate options for building an extra classroom onsite. It was also suggested that secondary teachers need to address use of flexible learning spaces. CR, HG PT



DP BR will be on the committee. DP will chair the committee. Scope of committee - to investigate the feasibility of building a temporary classroom including design and price.

There was also discussion on the need for a common room. PT suggested the seniors seemed happy with the senior school shared area and that it promoted more interaction between students. The BOT asked for feedback from Amelia students. PT was to ask if the teachers wanted a written response to their letter.

### **Health Survey Results**

PT presented the results of the survey.

Key Points

- 14 replies
- 57% happy with curriculum
- 7% not happy with curriculum

The next step is to adopt a statement for the health education delivery at CAS. PT to liaise with HG on producing.

### **Principal's Report**

HG presented and spoke to his Principal's Report.

Extra notes:

- Updated the BOT on a couple of incidents
- Health and Safety

Rangehoods - new rangehoods are at a dangerous height for our taller students but apparently this is the height they are required to be. Craig will put padding on the corners until a more permanent solution can be found.

HG report was accepted by the BOT.

*(DJ/BH)*

### **BY-Election**

The BOT agreed to the timeline for the by-election. KS to be RO

*(DJ/CR)*

### **Police Vetting**

BOT agreed to Police Vetting of all BOT members. KS to arrange.

### **Financial**


The Annual Financial Statements for 2024 were accepted

*(BR/DP)*

### **ERO**

The BOT revisited our school profile report in particular the Evaluation Focus plan. HG saw a need to tweak the focus.

BR said there was a requirement for the BOT to complete our School Assurance Statement and Self Audit Checklist. Michelle wants to have a zoom meeting on Wed 21st February.



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**Meeting closed:** 5.16pm

**Next meeting:** Monday 18th March 2024 - 3pm CAS Meeting Room.

Brendan Richards - Presiding Member

## TO DO

- **ALL BOT MEMBERS:** to review and come up with suggestions to add to our charter goals including ideas to measure.
- **ALL BOT MEMBERS:** Student retention.
- **ALL BOT MEMBERS:** Complete Presiding Member review (hard copies available from KS).
- **ALL BOT MEMBERS:** Complete the BOT self review (hard copies available from KS)
- **Classroom sub-committee:** to present findings to BOT
- **PT:** check whether 2ndary teachers wanted a written response
- **PT:** Continue Health Policy -
- **PT/KS:** smaller size miniball/netball hoops
- **DJ:** Key question for KPI survey
- **KS:** Draft letter to MOE re retention of freestanding classrooms.
- **KS:** Police Vet BOT
- **HG:** Go back to architects for an update on plan for hard courts area.
- **KS:** check election timetable.
- **ALL BOT:** to revisit and familiarise themselves with the rebuild priority list – link provided on Principal's Report.
- **KS** "Welcome to the BOT" kit available to all new BOT members

