

### **Board Chair**

After over 8 years on the Board and 5 years as Chairperson Mary-Ann Butterfield is stepping down as the Chair at the end of this year. Mary-Ann will continue as a trustee until the end of the current election cycle. Mary-Ann has been instrumental in the school securing the funding for the redevelopment and has worked tirelessly with the Ministry of Education to ensure that the interests of the school community are represented throughout the design phase. She will continue to be the Board representative on the Ministry's Steering Group. She will be replaced as Chairperson by Dan Ormond.

The Board wants to acknowledge the immense contribution that Mary-Ann has made not only to the Board but also to the wider school community. After having had children at Brooklyn School for the last 13 years her youngest finishes this year to go to Wellington College so it is timely to step down.

### **Cyber Safety**

The Board has policies in place regarding cyber safety and the school educates the children using the Netsafe resources. However, recently the Board has been made aware of a number of incidents involving inappropriate use of Instagram and other social media platforms by students at the school. While these have often occurred outside of school hours the Board believes we have an obligation to educate and inform all students about the risks of social media. We are investigating strengthening our cyber safety component of the curriculum for all Year 5 – 8 students from next year. We also will look at what information and support we can provide parents. We would welcome any suggestions or recommendations from parents on what they think is appropriate.

### **Property**

The Ministry is currently seeking a second Quantity Surveyor report on the projected costs of the project to more accurately estimate the final costs. This will assist the Board to identify the potential investment we will need to make from reserve funds to help complete the project and include the improvements to the Takaha Block. We have also received a 10-year maintenance plan and cost estimate for the school which is now being assessed by the Ministry of Education. The cost estimate for the landscape architect to develop a masterplan for the school ground has been approved and we look forward to sharing that with you.

### **Finance**

The Board has approved a draft budget for the 2018 financial year. This includes our continued investment in additional library and teacher aide resources from donations and other sources. There are still some uncertainties in Government policy and funding for next year, so the budget will not be confirmed until the December Board meeting. This meeting will also confirm the proposed level of the voluntary donation we seek from parents.

### **Fair**

We look forward to seeing you at the School Fair this Sunday. We encourage you to bring along your friends and whanau. We would like to acknowledge the huge amount of work done by the organising team and volunteers to ensure that we will have a great day. Fingers crossed for fine weather!

We welcome your feedback. If you have any questions or comments, please feel free to contact us by email [bot@brooklynprimary.school.nz](mailto:bot@brooklynprimary.school.nz) or via the School Office.

Our next meeting is scheduled for 7.00 pm Thursday 7th December, in the Staff Room.

**Board of Trustees:** Mary-Ann Butterfield (Chairperson), Liz Rhodes (Principal), Debbie Chitty, Chandra Littlewood, Dan Ormond, Nick Simcock, Mark Vivian and Glen Burdon (Teacher Representative).