

Minutes of Meeting 08/17 of the Brooklyn School Board of Trustees held on Thursday 16 November at 7pm in the Staffroom of Brooklyn School

Present:

Liz Rhodes (Principal), Mary-Ann Butterfield, Debbie Chitty, Chandra Littlewood, Dan Ormond, Nick Simcock, Mark Vivian, Glen Burdon

In Attendance:

Fiona Lowndes

1. ADMINISTRATION

Conflicts of Interest

- **Mark Vivian** - Board Member, Board of Trustees, Scots College
- **Debbie Chitty** - Director, Brooklyn Central Health 2005 Ltd
- **Dan Ormond** - working with Wellington Water on Community Engagement

2. STRATEGIC DISCUSSIONS & DECISIONS

PRINCIPALS REPORT

Liz Rhodes presented her report – circulated and taken as read
School Roll as at 16 November: **468**

NAG 1 CURRICULUM

School Camps 2018

Moa – Teapot Valley Camp 5-9 March; Takahe – Palm Grove Camp 14-16 March

Motion: to approve (in principle) 2018 Moa & Takahe camps **Moved Littlewood / Seconded Chitty**

NAG 2 STRATEGIC FOCUS

PLD 2018 Proposal

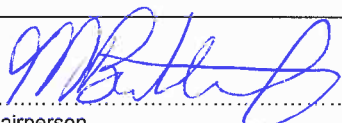
Risk Management if 3 Senior Leadership team away

Action Point #1: Report back to board on alternative proposal – Liz

Cyber Safety

Board agreed to get Police Cyber safety Unit/Netsafe in to talk to parents and Year 5-8 children
Important to keep our kids safe

Action Point #2: Contact appropriate Cyber safety experts to talk to parents/children – Liz

Signed 
Chairperson

Date 15/12/17

NAG 4 FINANCE & PROPERTY

Property

Update on the Preliminary Plan

DSGE continue to develop working drawings. We're getting another QS and then will have a better understanding of what we can afford.

10YPP

Finding a permanent solution to the plumbing issue is a challenge

Need to confirm with MoE what accumulated funds we can access for building project

Action Point #3: Meet with David Hyland MoE – responsible for school finances- Liz /Mary-Ann

Landscape Plan

Motion: to approve \$5000 for Landscape master plan

Moved Rhodes/Seconded Butterfield

3. ADMINISTRATION

Finance

Accounts

Motion: to ratify September payments of \$159,359.57

Moved Butterfield /Seconded Vivian

Motion: to approve 2018 Draft Budget

Moved Vivian / Seconded Chitty

2018 Meetings

Board agreed to meetings in Week 3, 6, & 8 in Term 4

Dan Ormond & Nick Simcock formally acknowledged Mary-Ann Butterfield's tenure on board

Dan Ormond confirmed as new Board Chair after Mary-Ann steps down in February 2018

School Policies

Privacy, Salary Units/Management Allowances & Classroom Release Time/Timetable polices to be reviewed by board and teachers online at School Docs.

4. STAFF UPDATE - presented by Glen Burdon

Staff busy with reports

Electives going well – Best Kiwi started last week.

Central Zone athletics – great results

Staff are well & in good spirits

Board approved \$22.50 per person for staff Christmas function

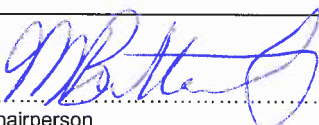
Moved Simcock/Seconded Vivian

5.COMMUNITY PARTNERSHIP

Fair Update

Debby Chitty gave an update & everything is falling into place nicely

Signed



Chairperson

Date

15/12/17

6. BOARD ADMINISTRATION

Confirmation of Minutes

The minutes of the meeting 07/17 were accepted and confirmed as a true and accurate record of the meeting.

Moved Littlewood /Seconded Chitty

Correspondence

Inwards

STA STA news October issue
STA Appendix 2 & overseas travel
STA NZSTA Upcoming Charter Workshops - Wellington/Wairarapa
MoE Brooklyn School – Approval of Minor Amendment to Enrolment Scheme
MoE Letter to MOE re Reformed Church
MoE Property
MoE Education Gazette – 30 October 2017
DGSE Property
WCC TR127-Ohiro/Todman/Cleveland Intersection traffic resolution
Possenniskie Consultants Limited Property 10YPP
Education Wellington International MoE endorsed free International Student Growth Programme for Schools
Parent Out of Zone Application
MoE Education Gazette – 30 October & 13 November 2017

Matters Arising

Out of Zone Application – board agreed enrolment

Outwards

STA Appendix 2 & overseas travel
MoE Letter to MOE re Reformed Church
MoE Property
DGSE Property
Reformed Church Letter to MOE re Reformed Church
Possenniskie Consultants Limited Property 10YPP

The meeting closed at 9.40pm

Glen Burdon, Liz Rhodes & Fee Lowndes left the meeting

7. In Committee

Personnel (PEB)

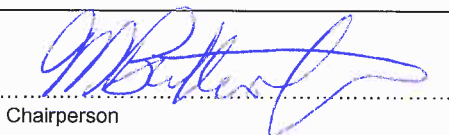
Mary-Ann moved that the public be excluded from the next part of the meeting. On the grounds are that the matter is to protect the privacy of an individual (or of individuals). This motion is proposed to comply with Section 48 of the Local Government Official Information and Meetings Act 1987.

Moved by Mary-Ann as Chair / Passed unanimously

The public part of the meeting resumed at 10.40pm

Signed

Chairperson



Date

15/12/17

The meeting closed at 10.40pm

Next meeting: Thursday 7 December @ 6.30pm

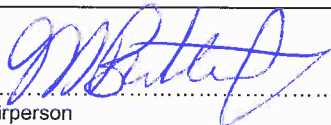
SUMMARY OF ACTION POINTS:

Action Point #1: PLD proposal -report back to board on alternative proposal – Liz

Action Point #2: Cyber safety - Contact appropriate experts to talk to parents/children - Liz

Action Point #3: MoE -Meet with David Hyland MoE – responsible for school finances- Liz /Mary-Ann

Signed
Chairperson



Date ~~31~~ 15/12/17