

Minutes of Meeting 07/17 of the Brooklyn School Board of Trustees held on Thursday 26 October 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:

Lois Crawford

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 26 October: **464**

NAG 1 CURRICULUM

School Camps 2018

Dates for Moa & Takahe camps have been confirmed.

The board will need to approve costs when submitted by Syndicate leaders

NAG 2 STRATEGIC FOCUS

Maori Focus

Whānau Hui is being held Tuesday 7th November – where we will share progress & achievement data & ask whānau for their input

NAG 4 FINANCE & PROPERTY

Property

Property Plan

MoE and DGSE are completing responses back to DRP. We're continuing with the detailed design.

10YPP

Work in progress

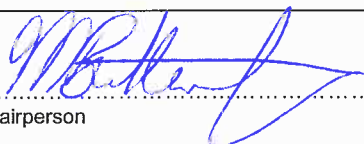
Reformed Church (re: Drainage Plans & Right of Way Harrison St)

Referred to the MoE

Board are prepared to facilitate a meeting between the 3 parties – Church, MoE & Board

Signed

Chairperson



Date

15/12/17

NAG 5 HEALTH & SAFETY

Plumbing

Blockages/leakages from drains in the Moa block continue and will be monitored closely if it happens in the future

Alarms

Because of dual alarm system we will work closely with Wormald & Circuit Systems to resolve any issues that may arise

NAG 6 ADMINISTRATION

Bikes in Schools

Board approved letter to the Lion Foundation in support of Ridgway School "Bikes in School" programme.

School Policies

Child Protection –previously reviewed & approved November 2016

Appointments & Special Needs – reviewed & approved

3. ADMINISTRATION

FINANCE

August Accounts

Motion: to ratify payments of \$93,369.84

Moved Vivian /Seconded Chitty

Donations

91% of projected \$75,000 has been received

Fundraising

KKBCT Funding – need wish list for discussion at November's board meeting

Action Point # 1: Staff to submit wish list - Liz

Fixed Asset Replacement Plan

Motion: Based on the recommendation of the school accountant we approve the deletion of fixed assets with original cost of \$119,557 and written down value of nil. These assets are obsolete or no longer in the school.

Moved Butterfield/Seconded Vivian

Term Deposits

Action Point#2: Check term deposits/Schedule of Investments - Liz


4. STAFF UPDATE - presented by Glen Burdon

Kapahaka festival at St Pat's Kilbirnie a successful event

Electives Year 5-8 currently underway

Syndicate Focus

Kiwi - Best Kiwi starts soon

Signed 
Chairperson

Date 15/12/17

Takahe - Business, Wealth & Money
 Moa – Careers; Local, National & Global Issues on sustainability
 Teachers working on reports
 Transition to 2018 meetings are scheduled between Clint, Parents & students

5. COMMUNITY PARTNERSHIP

Fair Update

Heading in the right direction, more people have offered help

Next meeting Wednesday 1st November

Action Point # 3: Email meeting reminder – Lois

Action Point # 4: Security roster 9am-5pm – Nick

Action Point # 5: Contact ASB re: counting of money - Liz

6. BOARD ADMINISTRATION

Confirmation of Minutes

The minutes of the meeting 06/17 were accepted and confirmed as a true and accurate record of the meeting.

Moved Butterfield/Seconded Littlewood

Correspondence

Inwards

STA	NZSTA Operations update - Term 4
STA	NZSTA Workshop 24 October Wellington
STA	STA news September edition
STA	NZSTA Membership Matters
STA	NZSTA Workshops - Wellington 25 September
MoE	Property
MoE	Education Gazette – 11 & 25 September, 16 October 2017
DGSE	Property
T8LED	Donation Offer of LED-tubes through T8LED Ltd
BRAI	Wellington City Council - proposed Traffic Resolutions
Brooklyn BRAI	Emergency response
Reformed Church	School building project and storm water etc.
Brian Dawson, Councillor, WCC	Invitation to meet
Brian Dawson, Councillor, WCC	Training exercise
Parent	Feedback on report
Parents	Brooklyn School Design input
MoE	Signoff on Enrolment Scheme amendment
Grandparent	Thanking for Tui Grandparents Day
Mrs Buchanan	Thank you for Moa Volunteer Army visit to Brooklyn Resource Centre

Signed

Chairperson

Date

15/12/17

Matters Arising

STA News September Issue - has article on Cohort Entry

MoE Enrolment Scheme - Board agreed to amendment

Action Point #6: Enrolment scheme amendment Sign & email back to MoE –Liz/Lois

Outwards

MoE Brooklyn School property plan including Fee Proposal for Extra Work to Moa & Takahe
MoE Property
DGSE Property
WCC Wellington City Council - proposed Traffic Resolutions - Brooklyn
BRAI Wellington City Council - proposed Traffic Resolutions - Brooklyn
Reformed Church School building project and storm water etc.
Brian Dawson, Councillor, WCC Invitation to meet
Brian Dawson, Councillor, WCC Training exercise
Brian Dawson, Councillor, WCC Brooklyn School Board of Trustees email address
Parent Feedback on report
Parents Brooklyn School Design input

The meeting closed at 9.12pm

Lois Crawford left the meeting 9.12pm

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 10.12pm

The meeting closed at 10.12pm

Next meeting: Thursday 16 November @ 7pm

SUMMARY OF ACTION POINTS:

Action Point #1: Fundraising KKBCT - Staff to submit wish list - Liz

Action Point #2: Check term deposits/Schedule of Investments – Liz

Action Point #3: Fair Email meeting reminder – Lois

Action Point #4: Fair Security roster 9am-5pm – Nick

Action Point #5: Contact ASB re: counting of money – Liz

Action Point #6: Enrolment scheme amendment Sign & email back to MoE –Liz/Lois

Signed

Chairperson

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