

Minutes of Meeting 03/17 of the Brooklyn School Board of Trustees held on Thursday 18 May at 7pm in the Staffroom of Brooklyn School

Present:

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

Apologies:

Debbie Chitty, Mark Vivian

In Attendance:

Mike Evans (DGSE), Aideen Larkin (MoE)

1. ADMINISTRATION

Conflicts of Interest

- Mark Vivian –Board Member, Board of Trustees, Scots College
- Debbie Chitty – Director, Brooklyn Central Health 2005 Ltd

2. STRATEGIC DISCUSSIONS & DECISIONS

2.1 Property

Mike Evans (DGSE) presented preliminary draft design

Discussed the rationale based on parent/community and staff input

Feedback is to be collected to inform the next stage of designs

Board approved

DGSE will complete the 10 year property plan

Moved Butterfield / Seconded Simcock

8.15pm - Mike Evans & Aideen Larkin left the meeting

2.2 Principal's Report

Liz Rhodes presented her report – circulated and taken as read

School Roll as at 18 May is **433**

NAG 2 Strategic Focus

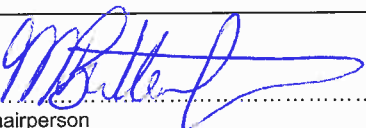
Future Focused Learning

Digital Fluency PLD proposal was submitted to the MoE and have approved funding for 125 hours

Screenagers

A documentary that explores how teens interact with each other using electronic devices and whether parents can limit or control this behaviour

Action Point #1: Explore screening of this documentary to our community – Liz

Signed .....
Chairperson

Date 10/8/17...

NAG 4 Finance & Property

TELA Leases

Motion: to give the principal authority to enter into TELA financial leases.

Moved Simcock / Seconded Littlewood

2016 Annual Accounts

Motion: to approve End of Year Annual Accounts

Moved Ormond / Seconded Butterfield

March & April Accounts

Motion:

- to ratify March payments of \$74, 945.36
- to ratify April payments of **\$190, 028.16** including bank transfer of \$145, 030.47

Moved Simcock / Seconded Butterfield

CAPEX Plan

Motion: to approved \$30,000 Capex

Moved Burdon / Seconded Butterfield

3. ADMINISTRATION

3.1 NAG 6 Administration

ERO Review

Liz and Mary-Ann have drafted up feedback.

Action Point #2: Present information for discussion at next board meeting to plan next steps – Liz

Co- Opt Board Member

Motion: to co-opt Dan Ormond to assist with communications until the end of Board’s current term May 2019

Moved Butterfield / Seconded Simcock

4. STAFF UPDATE - presented by Glen Burdon

School cross country 19 May


Small Sticks hockey programme starting 22May

Syndicate focus:

- Moa – science fair & speeches;
- Takahe – science – space engineering design process
- Kiwi – Maori myths & legends

Moa & Kiwi – swimming lessons

Recent staff PD outlined

Signed 
Chairperson

Date 10/8/17

5. COMMUNITY PARTNERSHIP

Fundraising goal discussed

Action Point #3: Explore landscape architect to develop a plan – Liz

It was resolved that a request be made to Four Winds Foundation Ltd for funding for the amount of \$10,622.64.

Moved Butterfield/Seconded Simcock

It was resolved that a request be made to the Lion Foundation for funding for the amount of \$4,410.87.

Moved Butterfield/Seconded Simcock

PTA - Focus is on the fair at this stage with the possibility of forming PTA after the fair

Matariki Celebration

Motion: to approve a working budget of \$2400

Moved Butterfield / Seconded Simcock

Sports T-shirt

Logo design finalised

Communities of Learning (CoL)

Discussion –multiple pathways for Brooklyn Year 8’s. Wellington Girls will be hosting CoL discussions on 2016/2017 for MoE, boards & principals

6. BOARD ADMINISTRATION

Confirmation of Minutes

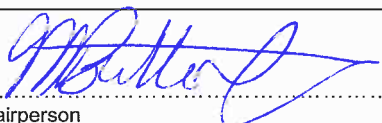
The minutes of the meeting 23 March were accepted and confirmed as a true and accurate record of the meeting.

Moved Butterfield / Seconded Simcock

Correspondence

Inwards

- STA Collective agreement – NZSTA Update
- STA Registering your delegate to the NZSTA AGM; 2017 Notice of Motion
- STA Course Confirmation Your Community: Engagement, Concerns & Complaints
- STA Course Confirmation Reviewing School Performance
- STA NZSTA Operations update
- STA NZSTA Membership Memorandum: M-17-2
- STA STAnews May, March/April 2017 editions
- STA NZSTA Communications
- STA Reminder - Free NZSTA member only events
- MoE Urgent message from Ministry re WannaCry Ransomware
- MoE Property

Signed  Chairperson

Date 10/8/17

MoE	Will Lamb - new property advisor
MoE	Education Gazette – 27 March, 10 April, 1 & 15 May 2017
DGSE	Property
ERO	RE: ERO response extension
ERO	Draft External Evaluation Brooklyn School
Wellington Girls College	Julia Davidson, Principal - Communities of Learning
Nicola Willis	Introducing Nicola Willis
Letter from parent	Re: Reminder - Property Consultation Meeting
Letter from parents	Re: innovative learning environments
Letter from parent	Thank you for meeting on Innovative learning environments
WCC	WCC Harrison St tenants
<u>Matters Arising</u>	
Nil	

(Outwards)

MoE	Property
MoE/DGSE	Property
ERO	ERO response extension
Wellington Girls College	Julia Davidson, Principal - Communities of Learning
Letter to parents	Re: innovative learning environments
Letter to parents	Invite to upcoming property meetings
Letter to parent	Re: Reminder Property Consultation Meeting
WCC	WCC Harrison St tenants

The public part of the meeting closed at 9.40pm

In Committee

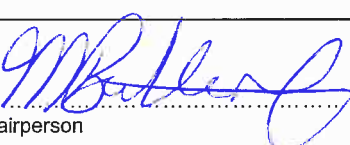
Mary-Ann moved that the public be excluded from the following part of the meeting. The general topic is personnel and the reason is to protect the privacy of an individual (or of individuals). This motion is proposed to comply with section 48 of the Local Government Official Information and Meetings Act 1987.

Moved by Mary-Ann as Chair / Passed unanimously

The public part of the meeting resumed at 9.50pm

The meeting closed at 9.58pm

Next meeting: Thursday 22 June @ 7pm

Signed 
 Chairperson

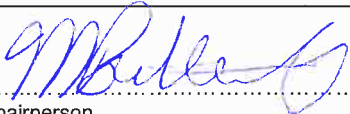
Date 19/8/17

SUMMARY OF ACTION POINTS:

Action Point #1: Screenagers - Explore screening of this documentary to our community – Liz

Action Point #2: ERO Review - Present information for discussion at next board meeting to plan next steps – Liz

Action Point #3: Fundraising - Explore landscape architect to develop a plan - Liz

Signed 
Chairperson

Date 10/8/17