

Minutes of Meeting 06/17 of the Brooklyn School Board of Trustees held on Thursday 14 September 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

Property

Preliminary Design

Mary-Ann updated the board

Motion: to approve M579 - Fee proposal for extra work to Moa and Takahe of \$74,600 on the back of the 5YPP and that the Ministry of Education will pay it and recoup from our 5YPP **Moved Butterfield / Seconded Vivian**

Action Point #1: follow up email to Aideen (MoE Project Manager) to confirm conversation – Mary-Ann

10 Year Property Plan (10YPP)

Action Point #2: follow up with Possenniskie Consultants re: plan – Liz/Mary-Ann

Action Point #3: updated preliminary design on website - Liz

Transition

Liz outlined classroom transition plan

There may be the potential for extra space at the church on Washington Avenue

Action Point #4: make enquiries with church contacts – Mary-Ann

School Maintenance

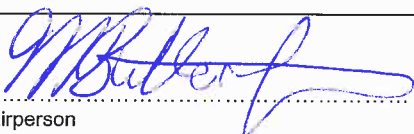
Men in White will paint Tui block in term 3 holidays

Motion: approve the existing painting plan

Moved Chitty / Seconded Vivian

Signed

Chairperson



Date

22/11/17

COMMUNITY PARTNERSHIP

Fair

Debby Chitty presented an update.

Board agreed to invest up to \$50,000 from Fair profits to enhance the natural environment above the basketball court with \$26,500 raised from last fair to go towards total cost of installation

Motion: approve Fair budget \$10,000

Moved Butterfield / Seconded Chitty

KKBCT

Best time to apply for funding is February

The best approach for funding applications is for the board put together a comprehensive wish list for 2018 before the end of 2017

Debbie Chitty left the meeting at 8.35pm

Bus Hub

Dan attended Residents Association meeting

Hub location will be outside Brooklyn Library

Board must keep in touch with the Residents Association and work with them to ensure the Regional Council are aware of the school's concerns regarding drop off/pick ups

Principal's Report

Liz Rhodes presented her report – circulated and taken as read

School Roll as at 14 September: **458**

Maori & Pasifika Progress & Achievements

Reviewed

Board will continue to monitor and take steps to improve the achievements of these students.

3. ADMINISTRATION

Finance & Property

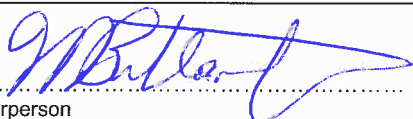
July Accounts

Motion: to ratify payments of \$225,028.75 (includes bank transfer \$150,000)

Moved Butterfield /Seconded Simcock

Signed

Chairperson



Date

22/11/17

Fixed Asset Replacement Plan

Motion: to approve \$78,563 CAPEX from extra grants including Furniture & Equipment grant from 10YPP

Moved Vivian / seconded Simcock

General comment was to seek the best deal for a bulk buy on furniture

Enrolment Zone Amendment

Public submissions due end of September

Action Point #5: update board on outcome - Lois

Cohort Entry

Must consult with pre-school parents

Margaret Zlatkov is planning to go and visit pre-schools in our catchment

4. STAFF UPDATE - presented by Glen Burdon

School wide art exhibition big success with great displays from all classes

ArtSplash & Dance Splash performance next week

This week is Maori Language Week & we're celebrating where we're at

Moa Syndicate busy with volunteer work at Central Park, visiting the elderly at Resource Centre & Carterton visit scheduled for next week

5. BOARD ADMINISTRATION

Confirmation of Minutes

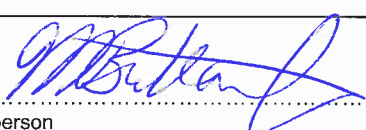
The minutes of the meeting were accepted and confirmed as a true and accurate record of the meeting.

Moved Butterfield/Seconded Ormond

Correspondence

Inwards

STA	NZSTA email security notice
STA	NZSTA Membership matters
STA	STA news August edition
STA	We need your help
STA	NZSTA Workshop Wellington - 29 August
STA	NZSTA Term 3 Newsletter Wellington Wairarapa
BRAI	Brooklyn Hub / bus services public meeting on 30 August 2017
Andy Foster	Karori Brooklyn Community Charitable Trust AGM
Parents	Brooklyn School Design input
MoE	Property

Signed 
Chairperson

Date 22/11/17

MoE Education Gazette – 14 August, 28 August 2017
DGSE Property
DGSE M579 – Fee Proposal for Extra work to Moa and Takahe
Parent Out of Zone Application
Reformed Church New build & how it will affect parking on courts

Outwards

Andy Foster Karori Brooklyn Community Charitable Trust AGM
Parents Brooklyn School Design input
MoE Property
DGSE Property

The meeting closed at 9.36pm
Lois Crawford left the meeting 9.36pm

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

Liz & Glen left at 10.05pm

The public part of the meeting resumed at 10.12pm
The meeting closed at 10.12pm

Next meeting: Thursday 26 October @ 7pm

SUMMARY OF ACTION POINTS:

Action Point #1: Additional Fee proposal - follow up email to Aideen (MoE) to confirm conversation – Mary-Ann

Action Point #2: 10YPP -follow up with Possenniskie Consultants re: plan – Liz/Mary-Ann

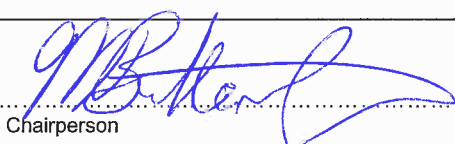
Action Point #3: 10YPP -updated preliminary design on website - Liz

Action Point #4: Transition - make enquiries with church contacts – Mary-Ann

Action Point #5: Enrolment Zone submissions - update board on outcome - Lois

Signed

Chairperson



Date

22/11/17