

Minutes of Meeting 09/17 of the Brooklyn School Board of Trustees held on Thursday 7 December at 6.30pm in the Staffroom of Brooklyn School

Present:

Liz Rhodes (Principal), Mary-Ann Butterfield, Debbie Chitty, Chandra Littlewood, Dan Ormond, Nick Simcock, Glen Burdon (arrived after 7pm)

Apologies:

Mark Vivian

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 7 December: 473

NAG 2 STRATEGIC FOCUS

Cyber Safety

A very informative information evening was facilitated by 1 of 2 representatives of Netsafe.
The Board agreed we must keep communicating with our community, be proactive & this is an opportunity to enable parents and plan for 2018.

ERO Progress

Maori Liaison role has been established for 2018 & Matt Breach will be working with our Maori students as a whanau group each week.
Board agreed the cost of \$3.75 per student to join Te Reo Pilot programme.

Annual Report

Action Point#1: Email Annual Report to parents; also publish it on website & School App – Liz/Lois

Linc-Ed

On the principal's recommendation and subject to terms and pricing contract, the board supports the move the Linc-Ed student Management System

Signed

Chairperson

Date

26 Dec 18.

Action Point#2: Discuss terms and pricing contract with Linc-Ed – Liz, Mary-Ann & Nick

NAG 4 FINANCE & PROPERTY

Property

Mary-Ann updated the board on the latest developments with the Reformed Church

Update on the Design Plan

Mary-Ann updated the board on the Design Plan and confirmation from MOE that we don't have to pay for painting

Action Point#3: Discuss data/power point locations with staff - Liz

10YPP

The Board confirmed approval of the 10YPP as agreed by email on Tuesday 21 November and submitted to our property manager that same day.

Moved Butterfield/Seconded Chitty

Landscape Plan

Master Plan package has been received from SPK Landscape Architecture

Board agreed with the Master Plan

Moved Ormond / Seconded Chitty

3. ADMINISTRATION

Finance

Accounts

Motion: to ratify October payments of \$188,740.75 (includes transfer \$150,000)

Moved Burdon/Seconded Ormond

School Donation

The school donation is to remain the same due to uncertainty of Government policy on voluntary donations

4. STAFF UPDATE - presented by Glen Burdon

Board acknowledged staff involvement in fair and also visit to Ngaio School

Kiwi's had annual long lunch on Wednesday

Good connections across the whole school

Staff social function Friday

5. COMMUNITY PARTNERSHIP

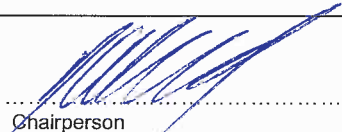
Fundraising Summary

The board agreed to allocate funds for the upgrade of Tui sandpit

Moved Butterfield/Seconded Ormond

Fair Update

\$31,000 raised

Signed 
Chairperson

Date 26 Feb 08

A debrief meeting has been held to discuss any improvements for next fair, roles future proofed & processes in place.

Appetites 2018

Thursday 5th April

6. BOARD ADMINISTRATION

Confirmation of Minutes

The minutes of the meeting 08/17 were accepted and confirmed as a true and accurate record of the meeting.

Moved Butterfield /Seconded Simcock

Correspondence

Inwards

STA	NZSTA regional executive Term 4 Newsletter
STA	Urgent update: OIA request
STA	STA news November/December issue
STA	2018 resource annual
STA	Membership Matters
MoE	Property – numerous
MoE	Education Gazette
DGSE	Property – numerous
ERO	ERO E-News
Possenniskie Consultants Limited	Property
Deloitte	Audit queries for Brooklyn Primary School
Reformed Church	Meeting re: storm water drainage and driveway
SPK Landscape Architecture	Master Plan Package

Outwards

MoE	Property
DGSE	Property
Possenniskie Consultants Limited	Property
Deloitte	Audit queries for Brooklyn Primary School
Reformed Church	Meeting re: storm water drainage and driveway

The meeting closed at 8.05pm

Glen Burdon & Lois Crawford left the meeting

Signed
 Chairperson

Date *26 Feb 18*

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 8.15pm

The meeting closed at 8.15pm

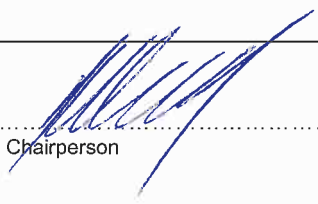
Next meeting: Thursday 22 February 2018 @ 7pm

SUMMARY OF ACTION POINTS:

Action Point#1: Annual Report - email to parents; also publish it on website & School App – Liz/Lois

Action Point#2: Linc-Ed Discuss terms and pricing contract– Liz, Mary-Ann & Nick

Action Point#3: Design Plan - Discuss data/power point locations with staff - Liz

Signed 

Chairperson

Date *26 Feb 18*