

Minutes of Meeting 05/17 of the Brooklyn School Board of Trustees held on Thursday 10 August at 7pm in the Staffroom of Brooklyn School

Present:

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

Apologies:

Nick Simcock,

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

Principal's Report

Liz Rhodes presented her report – circulated and taken as read
School Roll as at 10 August is **455**

ERO Actions

Action Point #1: every 3/6 months include in agenda - Liz

Health & Safety

Repeated blocked drain issue in Moa Block
Gas leak under Kiwi village sealed off

Property

Preliminary Design

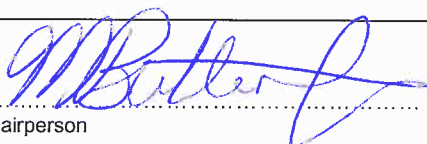
Motion: to formally approve the preliminary design plan revision 5 as approved by email 7-10 July

Moved Ormond/Seconded Vivian

Action Point #2: include transition stages to future agendas - Liz

Signed

Chairperson



Date

21/9/17

10 Year Property Plan (10YPP)

Looking to invest as much in our property plans as possible particularly Takahe block.
Also emergency exit from Library and new sinks in Rooms 1 & 2.

3. ADMINISTRATION

Finance & Property

School donations – 83% of projected \$75,000 has been received

June Accounts

Motion: to ratify June payments of \$90,285.00

Moved Vivian/Seconded Chitty

2017 Budget

Board approved budget with 3 changes:

- 1) From \$2,500 to \$10,000 – Repairs & Maintenance & Grounds
- 2) \$3,000 – minor Capital Works
- 3) \$10,000 – STEM (Science Kits); Resources & Equipment; Quick 60 reading resources

Moved Vivian/Seconded Ormond

Enrolment Policy Update

New street names – Hawkins Hill Road & Southernthread Road to be included in Enrolment Zone Policy

Moved Butterfield/Seconded Chitty

Action Point #3: send updates to MoE - Liz

4. STAFF UPDATE - presented by Glen Burdon

There have been a few offsite visits by the various syndicates:

Tui – to see a short film at Embassy Theatre

Kiwi – to City Gallery

Takahe – swimming

Moa – Capital E Art exhibition

5. COMMUNITY PARTNERSHIP

Tui Sandpit

Childspace Sandpit quote \$10,300 + GST.

Action Point #4: sandpit plans/sketch required – Chandra

Mark McGann is still investigating Grant options

Board approved to apply for grants to cover this cost

Action Point #5: organise to replace sand – Liz

Signed

Chairperson



Date

21/9/17

Fair

Momentum is slowly building towards the fair

Action Point #6: email parent community for help – Debbie

Send a summary of survey feedback out to community

Action Point #7: speak to Nikki Baddeley – Debbie

Matariki

Very positive event. Vibe was great

BBQ's not working

Board agreed to spend money raised on 2 new commercial bbq's

Action Point #8: investigate commercial grade bbq's & pricing - Liz

Wellington Water

Dan Ormond updated scope of project

6. BOARD ADMINISTRATION

Confirmation of Minutes

The minutes of the meeting 22 June were accepted and confirmed as a true and accurate record of the meeting.

Moved Butterfield/Seconded Littlewood

Correspondence

STA	NZSTA advice regarding a questionnaire about religion
STA	NZSTA Workshop Wellington 10 August
STA	NZSTA Workshop in Wellington 27 July
STA	Confirmation of 2017 Appointment of Delegate
STA	NZSTA Membership matters
STA	NZSTA Term 3 and 4 Event Flyer - Wellington/Wairarapa
ERO	ERO Post Review Questionnaire
BCA	Brooklyn School Property Update
WCC	Prince of Wales Reservoir consultation
WCC	Question on subdivisions
Parents	Brooklyn School Design input
Parent	Out of zone enrolment for younger sibling of current student
STA	STA news July edition
MoE	Property – numerous
MoE	Education Gazette – 26 June, 10 July, 24 July 2017
DGSE	Property – numerous
ChildSpace	Quote re: Upgrade of Tui sandpit

Signed

Chairperson

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(Outwards)

BCA Brooklyn School Property Update
BRA Brooklyn School Property Update
BRA Resident concerns
Harrison St Residents Group Brooklyn School Property Update
WCC Prince of Wales Reservoir consultation
Parents Brooklyn School Design input
Parent Out of zone enrolment for younger sibling of current student
MoE Property – numerous
DGSE Property – numerous
Neighbours Brooklyn School Property Update
STA 2017 Appointment of Delegate

The meeting closed at 8.48pm
Liz Rhodes left the meeting 8.48pm

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 Rhodes returned to the meeting
The meeting resumed In Committee

The public part of the meeting resumed at 9.18pm
The meeting closed at 9.18pm

Next meeting: Thursday 14 September @ 7pm

SUMMARY OF ACTION POINTS:

Action Point #1: ERO Actions - every 3/6 months include in agenda - Liz

Action Point #2: Preliminary Design - include transition stages to future agendas - Liz

Action Point #3: Enrolment Policy Update - send to MoE - Liz

Signed

Chairperson

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Action Point #4: Tui sandpit plans/sketch required – Chandra

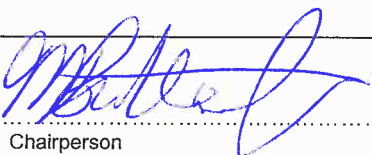
Action Point #5: organise to replace sand – Liz

Action Point #6: Fair - email parent community for help – Debbie

Action Point #7: Fair survey feedback - speak to Nikki Baddeley – Debbie

Action Point #8: BBQ's - investigate commercial quality & price - Liz

Signed



Chairperson

Date

21/9/17