

Minutes of Meeting 04/18 of Brooklyn School Board of Trustees held on Thursday 21 June at 7pm in the Staffroom of Brooklyn School

Present: Liz Rhodes (Principal), Dan Ormond, Debbie Chitty, Nick Simcock, Mark Vivian, Chandra Littlewood, Glen Burdon

Apologies: Mary-Ann Butterfield arrived 7:05pm

In Attendance: Fiona Lowndes , Rick Jordan (MoE)

1. ADMINISTRATION

Conflicts of Interest

- Mark Vivian – 1) Board member, Board of Trustees, Scots College & 2) Advisor, Swivel Careers
- Debbie Chitty – Director, Brooklyn Central Health 2005 Limited
- Dan Ormond – working with Wellington Water on Community Engagement

2. STRATEGIC DISCUSSIONS & DECISIONS

Discussions

2.1 Strategic direction

Teacher Only Day debrief – presented by Liz Rhodes

Discussion had on our Strategic Direction, the board liked the “We value” and the inclusion of Te Reo with our new vision. With the new building/ new start it would be a good time to change the wording of our mission statement.

2.2 Property update –

Rick Jordan from MoE arrived at 7:15pm

Board discussed with Rick the Evaluation Process for Tenders .


Current status – is that it is commercially sensitive. Tenders will be assessed on their proposal, capability and capacity. QS are looking at the price at the moment. The MoE need 5 months of fixed cost. The tender evaluation is on Friday 22 June 2018.

Rick Jordan left the meeting at 7:45pm

2.3 Landscaping

Liz met with Sarah and went over the updated landscape plans. Focus will be initially on developing the tree area. Discussion had over what can be done sooner rather than later.

Action Point # 1: Meet again with Sarah and discuss taking out part of the basketball court and getting plans developed.

[Type text]
Signed.....

Date.....

3: PRINCIPALS REPORT

Liz presented her report – circulated and taken as read.

4: ADMINISTRATION

4.1 Finance

Motion: to approve April finance report 2018

Moved Vivian/Seconded Butterfield

Motion: to approve May finance report 2018

Moved Vivian/Seconded Butterfield

Accounts

Motion: to ratify April payments of \$196,956.39(includes bank transfer of \$150,000)

Moved Vivian/Seconded Butterfield

Motion: to ratify May payments of 112,641.61

Moved Vivian/Seconded Butterfield

Other assets required by the school:

Furniture for the Tui syndicate \$4075.54

48 Chairs for Takahe syndicate \$6576.00

20 Chromebooks for Moa syndicate \$6776.00

2 Desktop computers for Admin office and 1 for Library approx. \$3600

Board approved capital expenditure of \$21,028.00

Moved Butterfield /Seconded Vivian

5. STAFF UPDATE - presented by Glen Burdon

Tui Syndicate – Zoo inquiry/SPCA visit/Rotation around classes

Kiwi Syndicate - Focus on energy/science/solar panels. Meridian visited the classes.

Takahe Syndicate – Focus is on play base learning/Science Rotation

Moa Syndicate - Focus on Science, mini experiments/ Speeches

COMMUNITY PARTNERSHIP – presented by Debbie Chitty and Chandra Littlewood

Discussion

Grants – Potentially applying to Vogelmorn Foundation (\$12,000.00 p/year) – Debbie

Action point #2: Contact Omy Ash and invite him to discuss the process further.

[Type text]

Signed.....

Date July 2018

Vogelmorn Bike Track - Discussion on fundraising request. The request was declined. Dan to advise the Vogelmorn Bike committee to contact Liz re other fundraising options.

Action Point #3: Chandra and Liz to discuss how to go about this.

Mark McGann provided a grant program application schedule for the next 12 months. Boards accepted the schedule.

7. BOARD ADMINISTRATION

7.1 Confirmation of Previous Minutes

The minutes of the previous meeting 3/18 were accepted (with minor amendments) and confirmed as a true and accurate record of the meeting. **Moved Butterfield/Seconded Littlewood**

7.2 Correspondence

Inwards

DGSE - Property

MoE – Education Gazette

MoE – Property

TBIG – Property

Outwards

DGSE - Property

MoE - Property

TBIG – Property

The public part of the meeting closed at 9:15pm.

Fiona Lowndes left the meeting at 9:15pm

8. In Committee

Personnel (PEB)

Dan 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 Dan as Chair/Passed unanimously

The public part of the meeting resumed at 10:20pm

The meeting closed at 10:20pm

[Type text]

Signed.....

Date.....July 2018

Board Minutes

21 June 2018

Next meeting: Thursday 9 August 2018 @ 7pm

SUMMARY OF ACTION POINTS

Action Point #1: Meet with Sarah Poff re: Landscaping Plans - Liz

Action Point #2: Contact Omre Ash re: Vogelhorn Foundation Grants – Debbie/Chandra

Action Point #3: Discuss fundraising ideas for Vogelhorn Bike track – Liz/Chandra

[Type text]

Signed.....

Board Minutes

Date.....

21 June 2018