

Minutes of meeting 5/18 of Brooklyn School Board of Trustees held on Thursday 9 August at 7pm in the Staffroom of Brooklyn School

Present:

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

Apologies:

Chandra Littlewood

In Attendance:

Fiona Lowndes, Pru Kelly 7pm, Clint Brandon 7:30pm, Margaret Zlatkov 7:30pm

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
- **Dan Ormond** - Working with Wellington Water on Community Engagement

2. STRATEGIC DISCUSSIONS & DECISIONS

Discussions

2.1 Kahui Ako Update - presented by Pru Kelly

Board discussed with Pru Brooklyn Schools involvement in Kahui Ako and Liz's involvement in this group and as potential joint leader, highlighting any potential risks and community perception to Liz taking on this role.

Pru Kelly left the meeting at 7.30pm

Clint Brandon and Margaret Zlatkov (as part of the SLT- Senior Leadership Team) discussed with the Board their support for Liz to Lead the Capital City Kahui Ako Group.

2.2 Setting our Strategic Direction

Discussion and group exercise on GAP Analysis and Strategic Goals and Initiatives

Liz Rhodes, Clint Brandon and Margaret Zlatkov to meet and discuss draft Strategic Goals and Action Points.

Action Point # 1: Information to be presented at next meeting - Liz

Clint Brandon and Margaret Zlatkov left the meeting at 8.30pm

2.4 Property update -

Signed.....
Chairperson
Board minutes

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The Project Steering Group met on Monday. They are currently doing tender evaluation and are making good progress. Paul Reeve has replaced Rick Jordan as project delivery manager. Rick Jordan will work alongside him on this project.

2.5 Landscaping -

Discussion had on new landscaping plan (Plan B), with new costings and breakdown of payment.

Action Point # 2: Apply to the Vogelmorn Foundation for \$16,000.00 for retaining works(Stage A 1 C) - Debbie

Action Point # 3: Apply to the Lion Foundation for \$5,120.00 for Productive Garden(Stage 2 I F) - Debbie

Action Point # 4: Set up a consultation meeting with parents who have an interest in developing our landscaping master plan - Liz

3. PRINCIPALS REPORT

Liz presented her report - circulated and taken as read

3.1 -

Motion: To approve School Term Dates for 2019 **Moved Vivian/Seconded Chitty**

Action # 5: Email Mid Year Charter to the Board - Fiona

Action # 6: Send Teacher Strike update/reminder to parents via email and through the School App -Fiona

4. ADMINISTRATION

4.1 Finance

Board asked that 2018 Final budget spreadsheets have Historical Actuals from the past 3 years

Moved Vivian/Seconded Butterfield

Action # 7: Update budget spreadsheet to show historical actuals for years 2015, 2016 and 2017 - Jo G

Motion: To approve June Finance Report 2018 **Moved Vivian/Seconded Chitty**

Accounts

Motion: To ratify June payments of \$97,572.19 **Moved Vivian/Seconded Chitty**

5.STAFF UPDATE - presented by Glen Burdon

General vibe around the school is good.
Focus this term across the school is on the ARTS - Drama, Dance, Art

Signed.....
Chairperson
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ICT with Jo Nicol from Cyclone Computers has been invaluable

Syndicate focus for this term -

Tui - ICT/technology

Kiwi - Arts focus - dance, drama, music

Takahe - Student agency/play based learning

Moa - Digital technology and Science

Community Partnership - presented by Debbie Chitty

Discussion - Quiz Night

Action Point # 8: Email group of parents who were at the first meeting about the Quiz to see if they are still interested in being part of/organizing this event - Fiona

Action Point # 9: Prepare Board minutes on Google Docs and share with Board within the week - Fiona

Action Point # 10: Look at Linc ed naming of notifications going out from office and accounts: rename to Brooklyn School Office and Brooklyn School Accounts - Fiona

Action Point # 11: Check School Policy on Smoking and whether policy includes vaping - Fiona

6. BOARD ADMINISTRATION

6.1 Confirmation of minutes

The minutes of the previous meeting 4/18 were accepted (with minor amendments) and confirmed as true and accurate record of the meeting.

Moved Chitty/Seconded Butterfield

6.2 Correspondence

Inwards

DGSE - Property

MoE - Education Gazette

MoE - Property

TBIG - Property

Local Matters - GBRAI

Exit interviews - Leaving family and Maina Huckstep

Te Wharewaka O Poneke - 2018 Kura Ahurea Programme Pilot

Outwards

DGSE - Property

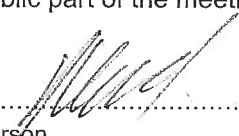
MoE - Property

TBIG - Property

Angela Hawkins - Property

Bike Track Project Committee

The public part of the meeting closed at 9.55pm

Signed.....

Chairperson

Board minutes

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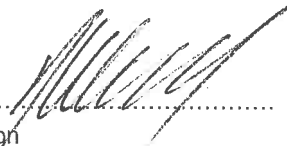
Liz Rhodes, Glen Burdon and Fiona Lowndes left the meeting at 9.55pm

7. 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

Signed.....
Chairperson
Board minutes

Date.....*28 Oct 2018*

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