

Bucklands Beach Primary School Board of Trustees

Date: 25th November

Time: 7:pm

Location: Online

Board Members: Diana Haxton (Presiding Member), Grant Lowe, Kelly Slater-Brown (Principal), Carole Crompton (Staff rep), Claudette Weir, Kieran Turner, Henry Chiang,

Attendees: Moira Rowlands (Minute Taker)

Meeting opened:

Confirm Minutes

Minutes of October meeting confirmed:

The minutes from the 26th October 2021 meeting are a true and correct record

Date: 25th November

Moved: Grant Lowe

Seconder: Kieran Turner

Approved: Carried

Matters arising from previous minutes:

- Letter sent to parents of year 5 students to ascertain commitment to Camp in 2022 - Survey completed and decision covered in the principal report.
- Sue Uden to share costings / quotes for SIP projects with the BOT - Completed

Interests Register: None

Correspondence In:

- Resignation letter from Camille Daniels-Sanileva
- Study Grant application from K.Slater-Brown

Correspondence Out:

- Acknowledgement of Resignation letter

Study Grant Application:

- Tabled as read
- Policy states BOT will pay 75% of course fees, 50% upfront and 25% on completion of year

BOT approved the payment of fees as per the policy for K.Slater-Brown in 2022.

Moved: Diana Haxton

Seconder: Grant Lowe

Approved: Carried

Policy Review Schedule:

- Covered in principal Report

Management Reports:

Principal Report:

- Tabled as read
- Our starting roll for 2022 is down. We have 21 out of Zone enrolments mostly Year 0 and 1 on the waiting list.
- Swimming pool needs painting. This is part of cyclic maintenance. It will be done over the summer. To open the pool requires a number of Health procedures to open so the pool remains closed over the summer holidays.
- Camp: Parents want to go to Camp, want it to be safe, prefer children to be vaccinated, looking at some dates in September.

Approved items:

BOT moves that BBPS offer the 21 out of Zone places available to students to enrol to start 2022

Moved: Kieran Turner

Secunder: Grant Lowe

Approved: Carried

Finance / Property report: K. Turner / G Lowe

FINANCE:

- Kirsten from Education Services spoke to the meeting answering questions about the budget and monthly reporting.
- Budget tabled as read
- Finance committee reviewed the budget. Kieran Turner and Grant Lowe happy with the new system and budget as tabled.
- Final budget will be brought back to next BOT meeting for approval

PROPERTY:

- Plans attached for office modifications - changes asked for have been made. Currently with quality surveyors to cost up. Then quotes will be received.
- SIP money:
 - Bell approved
 - Boiler room will be converted into a book/resource room - quotes are being sought.
 - Quotes for resurfacing outside block 4 are being sourced.

BOT approve the Cyclic maintenance plan. Painting will be completed during the summer holidays.

Moved: Grant Lowe

Seconder: Kelly Slater-Brown

Approved: Carried

Community and Engagement: D. Haxton / H Chiang

- Covered in Principal report
- Online Q and A session very successful
- Parents are thankful for the safe environment and good communication shared during the past two terms.

Policy and Risk:

- None

General Business

- **PTA** - another request has been made which does not follow the PTA process or purpose using PTA funds. Board will become involved if this continues in 2022.
- Small exec committee has been formed with fresh ideas, but not following the process as discussed with them in July.
- BOT elections have been moved to September

Close Meeting

Time: 8:52pm

Next Meeting: Wednesday 8th December 6:00pm followed by dinner

Signed:

 3/10/2022