

## **Bucklands Beach Primary School Board of Trustees**

**Date:** 25th March

**Time:** 7:11pm

**Location:** BBPS

**Board Members:** Diana Haxton ( Chairperson), Kieran Turner, Claudette Weir, Henry Chiang, Kelly Slater-Brown ( Principal), Carole Crompton ( Staff rep).

**Apologies:** Grant Lowe

**Attendees:** Moira Rowlands ( Minute Taker)

### **Meeting opened:**

#### **Confirm Minutes**

Minutes of February meeting confirmed:

The minutes from the 11th February 2021 meeting are a true and correct record

Date: 25th March

Moved: Carole Crompton

Seconder: Diana Haxton

Approved: Carried

**Matters arising from previous minutes:** None

**Interests Register:** None

#### **Correspondence In:**

- STA news
- Cherry Wong resignation letter

#### **Correspondence Out:**

None

#### **Actions from Previous Meetings:**

- Swimming Pool agreement - Sue Uden to do a costing of the pool so informed decisions can be made.

#### **Policy Review Schedule:**

Home Learning and Finance and Property Management Policy - BOT need to review by the end of this term.

#### **Management Reports:**

##### **Principal Report:**

- Tabled as read

- Hall plans are with the staff to look and feedback on.
- Review entry into the school for road safety - **Safety first**
  - use the double gates between the Oasis and Room 18
  - All other gates will be locked so no one uses the car park.
  - Propose we put in wooden bollards over in the drop off zone
  - Safest solution trial shutting the drop off zone closed 8:10am
  - Drop off zone to be open in the afternoon from 3:10pm
  - Encourage the use of Waller Ave
  - Review the flow of traffic for drop off and pick up
  - Liaise with AT - project for children
  - Investigate walking school bus
  - BOT to communicate trial drop off zone closure with the school community.
- As a result of a discussion around heighten behaviour, the following was decided
  - Where behaviour is impacting staff and other students, the school has exhausted all strategies and is waiting for further action from the MOE, the Board of Trustees will consider funding other interventions until support from MOE comes on board.
  - The Board of Trustees will be presented with the evidence and support will be considered case by case.

#### **Approved items:**

#### **Hautu:**

- Tabled as read
- Report has been changed to inform the BOT of new and current initiatives
- Having Whaea Anita in the school is very helpful. The whole school is learning the same thing. She provides a lanyard for all the staff in the school to use with the weekly learning on it.
- The expectation has been raised in a user friendly way.

#### **Finance / Property report: K. Turner / G Lowe**

#### **FINANCE:**

- The BOT support the employment of two more Teaching Assistants which will be funded by the Board of Trustees

**Mover:** Kieran Turner

**Seconder:** Diana Haxton

**Approved Carried**

#### **Journal Entries:**

Moved to approve journal entries for November, December, January and February

**Date:** 25th March

**Mover:** Grant Lowe

**Seconder:** Kieran Turner

**Approved - Carried**

## PROPERTY:

- As per principal report

## Community and Engagement: D. Haxton / H Chiang

- Verbal report given by Henry Chiang
- Meeting of community and engagement committee has been held recently
- Looking at grants to apply for specific areas of needs / wants
- Communicate with the community
- Build a database of recommended professionals within the school that the school families can access.
- Community meetings to be held - dates to be penciled in

## Risk & Policy - C Weir

- Privacy Act will be updated automatically by School Docs

## Other Business:

### PTA

- PTA have met
- New people were in attendance
- Good feeling at the meeting
- There is a new uniform shop person after M. Webster left to take up full time employment
- There was some interest expressed in the co chair position currently vacant
- The year was planned out
- No target has been set - whatever the PTA can do the school will be grateful for.

## Succession Planning for BOT elections 2022

- Need to start thinking about this
- Ways to encourage people: Co op / Shoulder tapping
- Getting people in early to see what it is all about
- Advertise during this year join a meeting
- Kieran Turner happy to be the go to person for people to discuss the role of BOT representatives

## Close Meeting

Time: 9:13pm

Next Meeting: 27th May 7:00pm

Where will the next meeting be: BBPS

Signed:

  
