

Bucklands Beach Primary School Board of Trustees

Date: 10th February 2022

Time: 7:35pm

Location: Online

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

Attendees: Moira Rowlands (Minute Taker)

Nominations for positions 2022

As this is BOT election year it is moved the current roles be retained for the rest of the BOT term.

Moved: Diana Haxton

Seconded: Kieran Turner

Carried

Delegated Authority

Delegated Authority for the Principal

The school delegates to the principal the power to:

- 1 To initiate competency processes under clause 3.3.2 of the Primary Teachers Collective Agreement (STCA) and any other complaints agreements.
- 2 Pursuant to clause 3.4.1 of the PTCA or any other employment agreement/s to (a) determine whether disciplinary processes should be initiated; and (b) make initial enquiries to establish whether disciplinary processes should be initiated.
- 3 That the Board Chairperson is notified of any initiation of competency or disciplinary.

Moved: Diana Haxton

Seconded: Grant Lowe

Carried

Delegated Authority for the Acting Principal

The Board directs that, except where the Board, as it's discretion otherwise determines, the Deputy Principal **Carole Crompton** (and in the absence of the Deputy Principal **Moira Rowlands**), shall, in the absence of the principal from duty and for the full period of such absence, perform all the duties and powers of the Principal.

Moved: Diana Haxton

Seconded: Grant Lowe

Carried

Delegated Authority for Finance

The board requires two signatures for the signing of all payments. The signatories for online payments will be a combination of any two of the following; the Principal, the Deputy Principal, a member of the Finance committee.

Moved: Diana Haxton

Seconded: Kieran Turner

Carried

Delegated Appointment of a Privacy Officer

The Board approves the appointment of the Principal Kelly Slater-Brown as the Privacy Officer.

Moved: Diana Haxton

Seconded: Grant Lowe

Carried

Meeting opened: 7:45pm

Confirm Minutes

Minutes of November meeting confirmed:

The minutes from the 25th November 2021 meeting are a true and correct record

Date: 10th February

Moved: Diana Haxton

Seconder: Carole Crompton

Approved

Matters arising from previous minutes:

- Swimming pool was painted over the summer holidays and now being used
- 18 out of zone children started in 2022
- Quotes are being sought for painting to be completed in April holidays

Interests Register - None

Correspondence In and Out

- Resignation letter received from S. Bartholomew Junior Team Leader

Policy Review Schedule: Attached in site

Management Reports:

Principal Report:

- Tabled as read

Approved items:

- BBPS board work plan for 2022 approved

Moved: Diana Haxton

Seconder: Carole Crompton

Approved

Finance / Property report: K. Turner / G Lowe

FINANCE:

2022 Budget

- Tabled
- The opening balance position was queried and clarified by S Uden

2022 Budget approved

Moved: Grant Lowe

Seconded: Kieran Turner

Approved: Carried

Financials:

- November Financials tabled and reviewed
- December financials tabled and reviewed

Moved to approve the November financials

Date: 10th February 2022

Mover: Kieran Turner

Seconder: Grant Lowe

Approved - Carried

Moved to approve the December financials

Date: 10th February 2022

Mover: Kelly Slater-Brown

Seconder: Carole Crompton

Approved - Carried

PROPERTY:

- 5YA funding has been confirmed plus an additional \$200K for classroom funding
- Tender for administration area coming back on 18th February
- New bell being currently installed

Community and Engagement: D. Haxton / H Chiang

- Feedback from the community is positive on the return to school.
- There is a need to look at succession planning for the BOT. If anyone has any people they know who may be interested, Diana Haxton is happy to get in touch with them.
- BOT can look at co-opting people before the election as well.

Risk & Policy - C Weir

- School doc reviews for Term 1 are around Risk

Other Business

- Attendance report was tabled
- 2021 Principal appraisal has been signed off
- Reminder weekly check meeting next Thursday unless notified otherwise.


The link is meet.google.com/mmw-vzfv-yxu.

Close Meeting

Time: 8:28pm

Next Meeting: Wednesday 30th March 7:30pm

Where will the next meeting be: Online



06/04/2022



06/04/2022