

MINUTES OF THE SCHOOL BOARD MEETING HELD ON MONDAY 25 MARCH 2024 AT 5.30PM IN THE BOARDROOM

PRESENT:	Lauren Albrey, Ian Marshall, Vonja Young, Karen Brinsden, Nicola Troughear, Tiffany Chan and Yvonne de Graaf.										
APOLOGIES:	Garry Larsen, Billyjo Flesher-Martin.										
VISITORS:	Business Manager Diedré Lane, Associate Principal Kerrie Holmes, Parent Olive Bryson.										
WELCOME:	At 5.30pm the Presiding Member opened the meeting.	<i>L Albrey</i>									
1. CONFLICTS OF INTEREST:	Nicola Troughear is Presiding Member at Pakuranga College.	<i>L Albrey</i>									
2. MINUTES:	<p>With no changes or omissions noted, the minutes of the last meeting dated Monday 26 February 2024 were taken as read. There were no further comments or matters arising.</p> <p><i>Motion: The Presiding Member proposed acceptance of the minutes, seconded by Nicola Troughear with all in favour.</i></p>	<i>L Albrey</i>									
3. ACTIONS FROM PREVIOUS MINUTES:	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Action</th> <th style="text-align: left;">Who</th> <th style="text-align: left;">Update</th> </tr> </thead> <tbody> <tr> <td>1. Revenue from advertising on outside screen.</td> <td>K Brinsden</td> <td>Principal of Newmarket School said they don't receive revenue from their digital screen, just rent from the Council. Historically it was a billboard.</td> </tr> <tr> <td>2. Salesforce, new MOE platform for property led projects and actions.</td> <td>K Brinsden</td> <td><i>Action: The Principal will complete training on how to use it during the holidays.</i></td> </tr> </tbody> </table>	Action	Who	Update	1. Revenue from advertising on outside screen.	K Brinsden	Principal of Newmarket School said they don't receive revenue from their digital screen, just rent from the Council. Historically it was a billboard.	2. Salesforce, new MOE platform for property led projects and actions.	K Brinsden	<i>Action: The Principal will complete training on how to use it during the holidays.</i>	
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4. FINANCE:	<p>Finance Report: The Finance Report for February 2024 was taken as read. <i>Motion: The Presiding Member moved that the Finance Report be accepted, seconded by Ian Marshall with all in favour.</i></p> <p>Cheque Register: The Business Manager put forward that the payments for February \$759,475.44 be approved. <i>Motion: The Business Manager recommended ratification of the monthly payments, seconded by Lauren Albrey with all in favour.</i></p> <p>Auditors: On 11 March the auditors were here for 3 days working on the final 2023 financials. Once we receive their feedback, we will submit the 2023 Principal's Annual Report to the Board for approval.</p>	<i>D Lane</i>									
5. PROPERTY:	<p>Property Report: The Property Report for February 2024 was taken as read. <i>Motion: The Presiding Member moved that the Property Report be accepted, seconded by Ian Marshall with all in favour.</i></p> <p>Weathertightness Project: The meeting on 18 March had too many absences and was not productive. MOE are adamant this project will start in July, even though consent hasn't been received yet.</p> <p>MOE are pushing for us to sign the MOU and Design, but we will not as we still don't know what they are proposing.</p>	<i>D Lane</i>									

	<p>Decantment is still an issue. MOE don't feel it is necessary because they believe classrooms could still be used while building work takes place. Due to the potential health & safety risks for students and staff, and the teaching/learning difficulties the noise inside a wrapped building site will cause, we strongly disagree.</p> <p><i>Action: The Principal will request a meeting with Prime Minister/Botany MP Christopher Luxon to update him on our lack of progress.</i></p> <p>New Gym: Have received a second report about the cracked floor from a structural engineer. They wish to investigate further but believe the original structural engineer is liable. Until the floor is fixed, the building cannot get a COC and Focus Construction cannot get their bond back.</p> <p>10YPP/5YA: Contracts have been reviewed and signed off by the Presiding Member. All projects need to start as soon as possible so no funding is lost.</p> <p>Diedré Lane left the meeting at 6.06pm.</p>										
7. HEALTH & SAFETY:	Nil.	<i>K Brinsden</i>									
8. PRINCIPAL'S REPORT:	<p>The Principal's Report was taken as read.</p> <p><i>Motion: The Principal moved that the Principal's Report be accepted, seconded by Lauren Albrey with all in favour.</i></p> <p>Long Service: Would like to acknowledge staff who have reached 15- and 20-years' service to BDSC. Looking at a finger food evening at Bosuns 6pm-7.30pm for Board members, SLT and the relevant staff with their partners.</p> <p><i>Action: The Board Secretary will look at available dates.</i></p> <p>Strategic Planning Retreat: Recommend Roween Higgie from The Education Group to facilitate the retreat again. Date has been set for weekend of Friday 2 to Sunday 3 August 2024.</p> <p><i>Action: The Principal will look at survey questions for staff, students and parents.</i></p> <p>Policies for Ratification: <i>Motion: The Principal recommended the Staff Leave and Cellphone 'Away for the Day' policies be ratified, seconded by Vonja Young with all in favour.</i></p>	<i>K Brinsden</i>									
9. STRATEGIC PLAN:	As per Principal's Report.	<i>K Brinsden</i>									
10. BOARD COMMITTEE REPORTS:	<table border="1"> <tr> <td>11.1</td> <td>Disciplinary Committee: Nil.</td> <td><i>G Larsen</i></td> </tr> <tr> <td>11.2</td> <td>Property Committee: Refer to Property Report.</td> <td><i>I Marshall</i></td> </tr> <tr> <td>11.3</td> <td>Personnel Committee: Refer to In-committee minutes.</td> <td><i>L Albrey</i></td> </tr> </table>	11.1	Disciplinary Committee: Nil.	<i>G Larsen</i>	11.2	Property Committee: Refer to Property Report.	<i>I Marshall</i>	11.3	Personnel Committee: Refer to In-committee minutes.	<i>L Albrey</i>	
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11. CORRESPONDENCE:	Nil.										
12. EOTC TRIPS:	Nil.										
13. NEW ITEMS:	<p>Secondary School Principal's Council: The Principal attended the 2-day Secondary School Council meeting in Wellington this month. A point of discussion was that some public schools were looking at changing to a charter school. This would allow them to educate outside the current Teaching Council requirements and MOE-led curriculum which could potentially create concerns about the level of education being taught in New Zealand.</p> <p><i>Action: The Principal will send more information about this to the Board.</i></p> <p>HOLA Q&A and Dinner: Next month's board meeting will start at 5pm to accommodate the Q&A with HOLA.</p>										
MEETING CLOSED:	With no further items to discuss, the meeting closed at 7.09pm.	<i>L Albrey</i>									

UPCOMING EVENTS:	Tuesday 26 March	STP Conferences
	Friday 29 March	Good Friday – Public Holiday
	Monday 1 April	Easter Monday – Public Holiday
	Tuesday 2 April	Easter Tuesday – School Closed
	Wednesday 3 April	STP Conferences
	Saturday 6 April	Blake Car Wash Fundraiser
	Wednesday 10 April	Mufti Day – in support of School Ball
	Friday 12 April	ANZAC Day Assembly
		Last Day Term 1
	Monday 15 to Friday 26 April	School Holidays
	Thursday 25 April	ANZAC Day Parade
	Monday 29 April	Start of Term 2
		Board Meeting
NEXT MEETING:	Monday 29 April 2024 at 5pm at BDSC.	



SIGNATURE OF PRESIDING MEMBER
 Mrs Lauren Albrey

 29 April 2024
DATED