

MINUTES OF THE SCHOOL BOARD MEETING HELD ON MONDAY 28 AUGUST 2023 AT 5.30PM IN THE BDSC BOARDROOM

PRESENT:	Lauren Albrey, Murray Goodman, Garry Larsen, Mark Twyman, Ian Marshall, Vonja Young, Billyjo Flesher-Martin, Karen Brinsden, Nicola Troghear, Tiffany Chan, Yvonne de Graaf													
APOLOGIES:	-													
VISITORS:	Business Manager Diedré Lane, Associate Principal Kerrie Holmes, Head of Physical Education & Health Jonny Saville													
WELCOME:	At 5.41pm the Presiding Member opened the meeting.	L Albrey												
1. CONFLICTS OF INTEREST:	Nicola Troghear is Presiding Member at Pakuranga College.	L Albrey												
2. LEARNING AREA REPORT:	The Presiding Member thanked Head of Physical Education & Health Jonny Saville for his in-depth report. Jonny left the meeting at 6.04pm.	L Albrey												
3. MINUTES:	With no changes or omissions noted, the minutes of the last meeting dated Monday 31 July 2023 were taken as read. There were no further comments or matters arising. <i>Motion: The Presiding Member proposed acceptance of the minutes, seconded by Garry Larsen with all in favour.</i>	L Albrey												
4. ACTIONS FROM PREVIOUS MINUTES:	<table border="1"> <thead> <tr> <th>Action</th><th>Who</th><th>Update</th></tr> </thead> <tbody> <tr> <td>1. Explore how gender diversity and inclusion rights can be incorporated into the school uniform.</td><td>K Brinsden</td><td>Survey sent to parents, staff and students. Will feedback results.</td></tr> <tr> <td>2. Board attendance at upcoming events.</td><td>All</td><td>Complete attendance schedule in board folder.</td></tr> <tr> <td>3. Need to start thinking about a plan for the blessing and opening of new gym.</td><td>K Brinsden</td><td><i>Action: Need to select a date and enquire about iwi costs.</i></td></tr> </tbody> </table>	Action	Who	Update	1. Explore how gender diversity and inclusion rights can be incorporated into the school uniform.	K Brinsden	Survey sent to parents, staff and students. Will feedback results.	2. Board attendance at upcoming events.	All	Complete attendance schedule in board folder.	3. Need to start thinking about a plan for the blessing and opening of new gym.	K Brinsden	<i>Action: Need to select a date and enquire about iwi costs.</i>	
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5. FINANCE:	<p>Finance Report: The Finance Report for July was taken as read. <i>Motion: The Presiding Member moved that the Finance Report be accepted, seconded by Garry Larsen with all in favour.</i></p> <p>Cheque Register: The Business Manager put forward that the payments for the month of June \$1,134,118.87 be approved. <i>Motion: The Business Manager recommended ratification of the monthly payments, seconded by Murray Goodman with all in favour.</i></p> <p>2024 Budget: Preparation for next year's budget is underway.</p> <p>New Gym Furniture: May need to use 2024 capital budget to fit out the classrooms. Currently looking at what can be salvaged or sold from the current weights' room/space.</p> <p>Furniture have been very helpful with quotes and advice.</p>	D Lane												
6. PROPERTY:	<p>Property Report: The Property Report for July 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>	D Lane												

	<p>Ministry of Education (MOE): We are not aware who our new Property Manager for the Remedial Weathertightness Project is yet.</p> <p>Boiler works were included in the Weathertightness Project plans that have been submitted to Council for consent. Even though both issues require the removal of the roof, MOE have informed us that the boiler works will be moved back as a 5YA project. Our concern is over the accurate cost of the project and impact on other 5YA desired projects.</p> <p>The current gym changing rooms are a health & safety issue and need to be upgraded before the Weathertightness Project starts.</p> <p>MOE have not finalised any projects (remedial, fire damage, 5YA, 10YPP). <i>Action: The Principal will keep trying to get hold of MOE Property Adviser Jessica Edmondson.</i></p> <p>New Gym: Unable to use or move into new gym until we have received the Certificate of Public Use (CPU).</p> <p>Emergency Response Plan: Looking at liaising with Harrison Tew about our emergency and crisis management plans. They are expensive but they may also be able to help with our fire evacuation scheme online submission which is a very complicated system.</p> <p>Cleaning RFPs: Received 12 proposals and have narrowed it down to 3 providers who will be interviewed shortly.</p> <p>Mileage Reimbursement: The Secondary Teachers Collective Agreement has increased their mileage reimbursement from 62c to 83c per kilometre. <i>Motion: The Principal recommends that this increase be applied to all staff on school business, seconded by Lauren Albrey with all in favour.</i></p> <p>Diedré Lane left the meeting at 6.40pm.</p>	
7. HEALTH & SAFETY:	Nothing to update.	K Brinsden
8. PRINCIPAL'S REPORT:	<p>The Principal's Report was taken as read. <i>Motion: The Presiding Member moved for acceptance of the Principal's Report, seconded by Mark Twyman with all in favour.</i></p> <p>The Principal thanked the Deputy Presiding Member and the board for their support during the online threat situation and thanked the board members who were able to attend the recent disciplinary hearings.</p> <p>Achievement Data: There has been a significant increase in achievement across the board. Year 12-13 Māori and Pasifika students are also achieving well against cohort results which is very pleasing.</p> <p>Student Board Representative Role: We have received 6 nominations, one from Year 9, four from Year 11 and Tiffany Chan is re-standing. Voting will take place on Wednesday 6 September.</p>	K Brinsden

	Homestay Payments: With a shortage of host families, schools are competing for homestays and are increasing their payments to entice them to join their school programme. We renewed our rate to \$320 per week and have increased the rate again for all new 2024 applications to match local schools.		
9. STRATEGIC PLAN:	As per Principal's Report.		K Brinsden
10. POLICIES:	<i>Motion: The Presiding Member recommended the ratification of the Governance Policy and Directives and Board Schedule of Delegation Policy, seconded by Ian Marshall with all in favour.</i>		L Albrey
11. BOARD COMMITTEE REPORTS:	11.1	Disciplinary Committee: Eight related board hearings took place.	G Larsen
	11.2	Property Committee: Refer to Property Report.	-
	11.3	Personnel Committee: Nothing to report this month.	K Brinsden
12. CORRESPONDENCE:	-		
13. NEW ITEMS:	No new items this month.		
MEETING CLOSED:	With no further items to discuss, the meeting closed at 7.15pm.		L Albrey
UPCOMING EVENTS:	Monday 28 August to Friday 1 September		Winter Sports Tournament Week
	Wednesday 6 September		Out of zone ballot drawn
			Voting for student board representative
	Friday 8 to Friday 15 September		School exams
	Monday 18 to Friday 22 September		Te Wiki o te Reo Māori
NEXT MEETING:	Wednesday 20 September 2023 at 5.30pm at BDSC.		



SIGNATURE OF PRESIDING MEMBER

Mrs Lauren Albrey

20 September 2023

DATED