

BOT Meeting 1 March 2022
By Zoom

Present: Celia Tymons, Katie Molloy, Natalie Peters, Tig Dalley, Britta Pilarczyk, Meredith Devonald, Mark Robb, Kate Brunner, Nicky Bell

Apologies: None

Welcome from Celia Tymons.

Declaration of Interest: None

Election of Presiding Member – Meredith Devonald took the chair for the election of the Presiding Member.

Call for Nominations: Celia Tymons nominated by Tig Dalley, seconded Natalie Peters.

There were no more nominations. Celia Tymons duly elected Presiding Member for 2022. Carried.

Celia took back the chair.

Principal's Report

Our roll is currently 237 with our Provisional Roll 250 for the year.

Our Banked Staffing has been used to release Barb Kennedy since the start of the year and for all teachers being released to meet with Judith Beales.

Our numbers are looking good.

Vaccination – All staff are mandated to have two vaccination shots and now mandated to have received their booster shot by 1 March or 183 days since their second vaccination.

Professional Development:

Assessment for Learning and PB4L

Judith Beales working one on one with teachers on curriculum.

Teacher Only Day 25 March. All staff will be working on PB4L.

Resourcing & Property

The Maker Space should be finished by the end of March. There may be \$10,000 of the contingency left over.

Our Property Advisor has left and we are waiting to hear about her replacement.

Finance – not a lot to report on for January – start of the year.

Trees by the hall. We have had a quote from Tree Tech to remove the griselinii trees - \$2400. The trees are split and need to be removed as this is a health and safety issue.

Moved Natalie Peters seconded Celia Tymons that we accept the quote from Tree Tech. Carried.

Darfield High 5 Report – no issues to report on.

The school has been organised into 'bubbles' and each team provided with photocopiers, fridges, microwaves, jugs etc. to enable us to keep separate. Breaks have also been split between teams.

Celia acknowledged Meredith's work supporting the teachers and all her work, and senior management, providing information to staff and the school community.

Kowhai Block development– This is on hold until the new property person is appointed..

Meredith moved her report be accepted, seconded Katie Molloy.

Board Work Schedule 2022

This document gives an overview of what is to be done during the year and will stay in this Board folder.

Covid Response Stages and Response Plan.

This is on our website and has been sent out to all families.

Access to Rats:

We are not classified as critical workers. We will only have access to apply for them if we do not have enough staff to keep the school open.

The Board has viewed and acknowledged the Covid Response document.

Delegations

A slight amendment to the document if the Principal & Deputy Principal are both out of action/unwell. The next available team leader will take on this responsibility.

Road Safety – There has been nothing to report on from last year. It was hoped the Kea Crossing would be improved but nothing has been done.

It was decided the Road Safety Committee will cease and the delegation removed.

Building and Maintenance Committee: This is ongoing and will stay as is.

Absence of Principal: This defaults to the Deputy Principal. No change.

Financial Delegation: Same.

Principal Chair Appraisal: Performance Management policy to be updated with growth cycle.

Presiding Member Delegations: Same.

Principal Delegations: Same.

Addition:

Covid Delegations : This is to default to the Team Leaders and Office Manager. This is to ensure the continuity of the day to day running/operations of the school as required.

Celia Tymons moved that the updated delegation be approved.

Meredith Devonald seconded. Carried.

School Wide targets

Meredith talked to the document. Annual objectives – moved away from National Standards and replaced with progress achieved.

The Board has reviewed and looked at the targets.

The Charter

The layout has been re-formatted and added in National Education Priority – NELP

Otherwise it remains the same as last year goals and action plan.

Moved Meredith Devonald, seconded Celia Tymons.

Policy Reviews

Policies are now listed in sections for review. Board members are reminded to read through these policies for review and the What's New section.

Meredith has prepared a policy review schedule.

Newsletters are to regularly remind families about policy reviews.

Principal's Appraisal – to be reviewed.

BOT Secretary – Kate is stepping back from her role. Tonight Nicky Bell is observing the Board Secretary role.

AoL has been completed.

The Work Book for Religious Education is available for viewing in a folder in the office.

Parents invited to BOT meetings: this is not feasible at present with Covid and zoom meetings.

Board Communications for the Year

The Board needs to have a higher profile with Board elections this year. Communication in the school newsletter will continue.

Britta has offered to take on the communication to the school community. Staff and Board profiles are to go in the school newsletter shortly.

Correspondence

Farmers Market proposal:

An approach has been made to the school for using the school grounds for a Farmers Market. After discussion it was decided this was not appropriate for our school. Meredith will respond on behalf of the Board.

Meeting reflections are available on a Survey Monkey for Board members to complete.

Minutes of the previous meeting December 2021 have been approved by email.

The minutes were ratified at this meeting.

Matters arising have been dealt with.

The meeting closed 8.58pm.

Signed:

Date: