



CAMPBELLS BAY SCHOOL

MINUTES OF BOARD OF TRUSTEES MEETING HELD IN THE CBS CONFERENCE ROOM ON TUESDAY 22 SEPTEMBER 2020 AT 7.30PM

PRESENT:

Janice Brown
Kim Daji
Jen Hanton
John McGowan
Jennifer Orman
Herbert Sima
Rachael Taylor
Charlie Wang

IN ATTENDANCE:

Karen McNair (Minute Taker)
Vikki Lee Goode (Communications consultant) 7.50pm - 9.00pm

APOLOGIES:

None received

ADOPTION OF THE AGENDA:

MOVED J Orman, seconded by J Brown, that the agenda be adopted with the agreed removal of the Q&A session with the three Associate Principals. Carried.

CONFLICTS OF INTEREST:

No conflicts were noted.

MINUTES:

MOVED J Hanton, seconded by C Wang, that the minutes of the previous meeting of 1 September 2020 are a true and correct record. Carried.

MATTERS ARISING:

PB4L:

John updated parents on the programme overview in the newsletter dated 7 September 2020.

Stellar Projects:

At this stage it has been decided a softly, softly approach with Stellar best suits the requirements of the school in the context Doug Whitcombe has expressed a willingness to speak with Stellar one-on-one should he believe this will achieve desired results.

Turf Project:

After reviewing the documentation presented by Stellar Projects, the board made the decision via an emailed resolution on 7 September 2020 that the school should go with the TigerTurf product option and tender, not the recommended quote from TeamTurf.

However, the Ministry has gone back to Stellar and stated that they must contact the other bidders and request an amended quote on a product similar to the TigerTurf one. One of the bidders (FieldTurf) has come back with a quote for a product similar to the TigerTurf one but at a cheaper price (\$165,155 compared to TigerTurf's \$184,125). We have just received samples of both products to review, and a further recommendation will be brought to the board as soon as possible.

Canopy project:

After further review, the following recommendation was received from Jen O and Charlie.

"The Board proceed with the recommended option from Stellar Projects to engage Nova Shades to go ahead with their submitted option # 2 quote for a 28m x 15m cantilevered Canopy @ \$128,100 + GST (including post padding) plus the additional cost of \$21,000 for the 2 pack Epoxy paint finish (should this be recommended and required). Total cost of \$149,100 +GST.

Estimated budget for SIP funds is currently approximately \$106k (dependent on other project final costs) and therefore the BoT is happy to contribute top up funds of approximately \$43,100"

The above resolution was circulated via email and approved by all board members on 3 September 2020. **Carried.**

Joinery Replacement project:

"After further reviews, the Board agrees to proceed with the recommended tender submitted by Lisk Projects for \$154,779 +GST to replace the joinery in Block 2 (Rooms 1-3). This project will commence on 21st December and be completed by 27 January 2021."

The above resolution was circulated via email and approved by all board members on 14 September 2020. **Carried**

Thank you Gift Resolutions:

The following two resolutions were circulated by email from Jen Hanton on 7 September 2020 and received full board agreement:

1. "Can I get your agreement to spending \$150 to buy Doug a dinner voucher to Jervois Steak House to thank him for all the volunteer work he has done for us in the property space." **Carried**
2. "Can I please get your agreement to buying John M a \$100 voucher for dinner at La Spiaggia plus a bottle of Veuve Cliquot (max \$200) to thank him for stepping in as Acting Principal for Terms 1-3 of this year." **Carried**

STUDENT ACHIEVEMENT REPORTS:

The Mid-year Student Achievement reports for all teams were distributed earlier this month and discussed. The board was given the opportunity to ask the APs via email any questions they had.

It was noted the Covid-19 has affected all students in some way and both John and Rachael assured the board that children are continuing to learn in a holistic way and when things do go back to a more normal pattern, progress will be seen in measurement terms. Children are resilient and we do not believe that this will have a negative impact long term on student achievement.

There were also reports from:

- International Students - Community engagement and Pastoral care mid-year report
- Providing Rich Learning Opportunities - Teams 5+6
- Maori and Pasifika Achievement mid-year report

MOVED J Hanton, seconded by J Orman, that the Student Achievement reports are received, accepted and noted. Carried.

The Board went into In-Committee at 7.50pm
The Board came out of In-Committee at 9.00pm

CORRESPONDENCE:

The following inwards correspondence was received and taken as read:

- NZSTA Membership Matters dated 2/9/20

The following outwards correspondence was noted as being sent:

- Contract Works Procurement Plan - Canopy project - dated 15/9/20
- 10YPP/5YA Amendment Application form dated 16/9/20

MOVED J McGowan, seconded by H Sima, that the inwards and outwards correspondence is received, accepted and noted. Carried.

PRINCIPAL'S REPORT:

The report was taken as read. The following points were discussed and noted:

2.2 NZCER

John further explained the findings of the recent teacher survey. The results were excellent, particularly showing CBS' results in relation to "all participating schools" data.

3.1.0 Permanent Classrooms

Today the school received a copy of the latest new build plans after the second DRP review along with a request for the school to sign off the Design. The DRP had made some minor modifications that the school was comfortable with. There will be a further request for signing off the detailed design plans, which include all the structural and civil design, and therefore another opportunity for the school to review the overall project.

Hard copies of the design plans were distributed to each board member with a request that if anyone had any questions around the floor plan to make contact with Nathan Janes who was leading the project to ensure that it was fit for purpose from a pedagogy aspect.

A resolution would be circulated on Friday asking for approval to be given to the MoE for sign off.

MOVED J McGowan, seconded by J Hanton, that the Principal's Report be accepted. Carried.

OTHER BUSINESS:

Thank you for John McGowan

On behalf of the board, Jen H expressed thanks for John McGowan for stepping up and returning to lead the school for the last three terms in Rachael's absence. He brought a steady hand in a very turbulent season and his experience and Covid-19 management has been most appreciated.

There being no further business, the meeting closed at 9.25pm.

The next scheduled meeting will be on 27 October 2020.

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Chairperson

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Date