



CAMPBELLS BAY SCHOOL

MINUTES OF BOARD OF TRUSTEES MEETING HELD IN THE CBS CONFERENCE ROOM ON TUESDAY 28 JULY 2020 AT 7.30PM

PRESENT:

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

IN ATTENDANCE:

Karen McNair (Minute Taker)
Patricia Meder from 7.30 – 8.20pm

APOLOGIES:

None received.

ADOPTION OF THE AGENDA:

MOVED J Orman, seconded by H Sima, that the agenda be adopted with the addition of the Board Retreat discussion and In-Committee item. Carried.

CONFLICTS OF INTEREST:

No conflicts were noted.

PB4L REPORT:

Patricia Meder shared where the school is at in terms of the PB4L programme that is in its third year at CBS. This programme is a current embedded focus as it helps students succeed with encouragement and teaches children the expected behaviour. It tends to work for 80% of students, with the remaining 20% needing other methods including an individual and more authoritarian approach.

The process was discussed including the resources available, tracking the data for hot spots/trends, input from associate principals and the support available for teachers. Many teachers have expressed how they have changed their practice to teaching the behaviours we have developed as schoolwide values, and seen very encouraging results.

It was suggested that the school update parents on where we are at with this programme as an overview, and that management presents to the board annually some data and results of how things were handled.

The associate principals were thanked for their work in this area.

MINUTES:

MOVED J McGowan, seconded by K Daji, that the minutes of the previous meeting of 23 June 2020 are a true and correct record. Carried.

MATTERS ARISING:

SchoolDocs:

Jen H to send International Student Policies to SchoolDocs for inclusion.

New Build:

John to contact someone for confirmation around the Ministry decision to include relocatable costs into the project with the plan being to push back on the MOE about this sooner rather than later.

CORRESPONDENCE:

The following inwards correspondence was received and taken as read:

- NZSTA Membership Matters dated 25/6/20
- NZSTA Membership Matters dated 2/7/20
- NZEI Notification of paid union meetings dated 2/7/20
- NZSTA Membership Matters dated 7/7/20
- NZSTA Membership Matters dated 17/7/20
- NZSTA Update dated 21/7/20 regarding Teacher Aide Pay Equity Claim
- SchoolDocs Advisory dated 21/7/20
- NZSTA Membership Matters dated 23/7/20

The following outwards correspondence has been sent:

- Signed MoE Contract Works Procurement Plan - Artificial Turf
- Signed MoE Procurement Plan for Block 2 (Rooms 1-3) Joinery replacement project

MOVED J Hanton, seconded by C Wang, that the inward 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:

3.1 Permanent Classrooms

It was agreed for John to invite Doug Whitcombe to the August meeting. Doug's expertise in this area has been a great help with the project and his knowledge in this industry is of much value.

A recommendation regarding retention tanks was discussed and the board agreed to contribute approximately \$20,000, which will enable water to be stored from the roof and used for toilets and outside no drinking taps.

MOVED J McGowan, seconded by J Orman, that the above recommendation be accepted. Carried.

The proposed landscaping plan was tabled and the suggestion of choosing and pre-ordering specific trees that meet our requirements from the nursery was thought to be a great idea.

3.2 Property Development

It was agreed for the first canopy proposal and drawings to be circulated to members. On the basis that this project was still a favourable option, the board agreed to meet the possible shortfall in the vicinity of \$50-\$70k.

4.3 Redhead Luncheon

John's comments in the attachment were noted and discussed and while it is a management decision, it was agreed after discussion a good decision had been arrived at.

4.4 Te Kawerau Iwi

John will rearrange this meeting to take place as soon as possible.

6.1 International Students in 2021

Current data now shows that we have closer to 20 students committed to return or ready to start next year.

Dashboard

It was noted that point # 3D was incorrectly coloured orange when it should be green. Point # 4B was marked orange due to Covid-19 compromising some of the planned student opportunities.

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

FINANCE REPORT:

The finance reports for the first half of the year were discussed.

It was encouraging to see that our budget forecast is on track for this year even with all the amendments made to various areas for the effects of Covid.

MOVED J Hanton, seconded by C Wang, that the Finance Report be accepted. Carried.

OTHER BUSINESS:

Board Retreat:

It was agreed to postpone the annual board retreat until February/March 2021 when Rachael has had a chance to settle back in and since there are no pressing decisions to be made.

The Board went into In-Committee at 9.15pm

The Board came out of In-Committee at 9.25pm

There being no further business, the meeting closed at 9.30pm
The next scheduled meeting will be on 25 August 2020.

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Chairperson

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Date