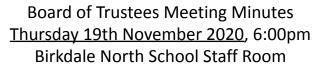


Birkdale North School





| Topic and Background | Discussion | Action / Decision At the Meeting |
|---|--|--|
| Administration | | |
| Welcome, Karakia Introductions/whakawhanaungatanga - Chair | Meeting Opened: 6:12pm | |
| Attendees | Present: Greg, Jan, Matt, Yvonne, Mikael, Apologies: Tui, Soazik, Guillame Guests: No-Show: | |
| Declaration of Conflict of Interest | None | |
| Approval of Previous Minutes | Minutes to be approved: | Motion: That the minutes from the meeting held on 24th September 2020 be passed as true and correct. Moved: Greg Second: Carried: All |
| Financial Report - 10 minutes | The price for the drinking fountains was confirmed as correct and is part of the current 5 year agreement. | Motion: That all lawful creditors be paid and that the financial report for September 2020 be approved. |



| Monthly review of the financial report, financial statements and creditors. | It was highlighted that there was a variance in the appraisal budget. | Moved: Greg Second: Carried: All Action: Jan will confirm with Mary about how and where the Appraisal funds are to be |
|---|--|---|
| | | represented in the annual budget and to correct the current figures which do not show an accurate reflection of the costs vs budget allocation. |
| Financial Report for October | The scheduled October 2020 financial report is delayed due to the accountant's unavailability. | |
| Principal | | |
| Principal's Report - 10 minutes Monthly Principal's Report | Board members read the principal's report prior to the meeting. | Motion: That the Principal's report be adopted. Moved: Greg Second: Carried: All |
| | Congratulations to Jan for being accepted by The Springboard Trust for additional leadership support. | Action: |
| | Jan will plan for times to complete her professional development work with The Springboard Trust. | |
| | The application letter to The Lion Foundation for a grant was really well written. | |
| | Year 4, 5 and 6 students have recently completed PAT tests, which are one of several tools used in assessing student learning and next learning steps. | |
| | The Year 5 and 6 Camp in October was really successful, well organised and included so many great experiences where many students showed grit. | |



| | The BOT discussed a review of the camp and safety action plans and received assurances from Jan that the camp was successful and had no significant health and safety issues. | |
|--|---|--|
| Strategic Decisions/Policy | | |
| Item | Privacy Policy | |
| Policy reviews: Classroom Release Time / Timetable | The privacy act has changed from 12 principles to 13 principles. | Action: Greg will feedback that it is 13 not 12 principles. (Privacy Act 2020, Part 3, sub-part 1, Section 22) |
| Salary Units / Management Allowances | | |
| Privacy | | |
| Health and Safety | | |
| | No issues raised | |
| General | | |
| Item 2021 draft budget/accountant | Jan discussed aspects of the budget related to professional development and appraisal. | |
| Item | | |
| Property update: Main block toilets Admin roof Hall | Swimming pool - The pool upgrade is booked for January. Pool fence - a quote has been gained. Pool cover - Acceptable quotes received | |



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| Swimming pool Concrete | Concrete- The paved area outside the library will be done in January. | |
| Controlle | Heating - Heat pump for room 12 | |
| | Security cameras - there is a need for these near the pool and other areas of the school. | |
| | There was agreement about going ahead with the projects. | |
| Item The Lion Foundation application for playgrounds | Jan asked students about which of the two playgrounds they preferred. The vote was very even | Motion: That the Board of Birkdale North School is in full support of a Grant proposal to the Lion Foundation for the resourcing of a new playground and an upgrade of the second playground within the grounds of Birkdale North School. |
| | | Moved: Matt Second: Mikael Carried: All |
| Item Tree removal by the hall | This tree is causing damage to a neighbour's property. Planting additional trees suitable for our school was discussed. | Motion: That the Board approves for the tree to be removed subject to cost, delegated to the board chair for approval. Moved: Matt Second: Mikael Carried: All Action: Jan asks teachers to talk to children about the reasons why trees need to be removed in some circumstances as well as the value of trees in the environment. |
| Item School Zoning - School zoning area | School Zoning Area - The feedback from the Board of Trustees about the school zoning map changed the shared boundaries for the proposed school zone. | |



| - Special programmes | Notification of the School zoning has gone into the local newspaper. | |
|--|---|---|
| | We are going through the process of having special programmes for our school. | |
| In-committee (When required) | | |
| | Moved In Committee at 8:38pm Moved out of In Committee at 9:08pm | The Board resolved to move "In Committee" under Section 48 of the Local Government Official Information and Meetings Act 1987 to discuss items that may have a privacy issue. |
| Matters relating to staff were discussed | | |
| Action Tracking | Review of the Board Activity Tracker | |
| | | |
| Agenda Items For Next Meeting | | |
| Confirmation of next meeting | Thursday 10th December, 2020 | |
| Meeting Closure | Meeting closed: 21:08 pm | |

