

TITAHI BAY SCHOOL BOARD OF TRUSTEES
Minutes of the Board of Trustees meeting held on
Monday 14 October 2019 at 6.15pm
At Titahi Bay School

ADMINISTRATION

1.1 Present

Sarah Campbell, Jodene Gooch (Minute Secretary), Abby Keplar, Sharon Thompson (Staff trustee), Vanepale Sopoaga, Gaby Wesley-Smith, Anna McGavin, Miranda McMahon, Jamie Merrick.

1.2 Apologies

Kerry Delaney, Ria Tomoana, Duncan Emo.

1.3 Declaration of interests

None.

1.4 Welcome

Sarah welcomed Abbe Holmes and Delwyn Gardner.

1.5 Agenda Changes

Sarah moved that the Agenda times and points for discussion be adjusted due to people being available to speak at different times and Anna Gillon not being available for this meeting, **seconded by Gaby Wesley-Smith. Motion was passed.**

2 STRATEGIC DISCUSSION

2.1 - Religious Group in Schools

A discussion was had around the formation of a sub-committee to consult with the community and for the sub-committee to then draft a policy to be presented to the Board that meets with the Ministry of Education guidelines. Following discussion, **Sarah moved** that the sub-committee would consist of Sarah Campbell, Gaby Wesley-Smith and Anna McGavin, **seconded by Anna McGavin. Motion was passed.** Anna Gillon will be invited to speak at the board's November meeting. Draft terms of reference for the sub-committee will be shared by email following the meeting.

2.2 -School Camp 2020

The Year 6 2020 School camp will be held at El Rancho . A parent meeting regarding this has already been held. Camp cost to families is set at \$50.

2.3 - Pasifika and Whānau Groups

Delwyn shared how both the Pasifika and Whānau groups have progressed over the last 2 years. It is proposed that these 2 groups are streamlined and combine to work together as they have common goals and families that are involved with both groups, whilst still keeping the individuality of each group. Sarah shared with the newer Board members both our Māori and Pasifika strategies and how they sit alongside our school-wide strategic plan.

The Board approved that a combined approach be trialled with a key focus on ensuring all those involved feel valued and that all cultures are celebrated. This can be revisited at any time, with a formal discussion to evaluate the success of the changed approach to be held at the board's October 2020 meeting.

2.4 - Yoga and Breathing in schools

Abbe Holmes shared some information around her teachings and what she could offer the school in regards to this. The Board will consider and revisit at a later date.

3 STRATEGIC DECISIONS

3.1 Property

There were no current decisions to be made around Property.

Jamie gave an update on the latest projects. The driveway landscaping repair work has been completed apart from the extra car parks which are still to be finished. The bike track upgrade has been completed. The slider between rooms 2 and 3 has almost been completed, just waiting for 1 last pane of glass to be inserted.

3.2 Staffing

It was resolved by email prior to the meeting that appointments for 2 fixed term positions for 2020 be accepted. **Motion was passed unanimously.**

Sarah moved at 7.20pm that the public be excluded from the following parts of the proceedings of this meeting, namely *Request for LWOP 2020* under section 48(1) of the Local Government Official Information and Meetings Act 1987 to protect the privacy of natural persons (section 7). **Seconded by Jamie Merrick. Motion was passed.**

Sarah moved at 8.00pm that the board move out of publicly excluded business. **Seconded by Jamie Merrick. Motion was passed.**

3.3 Bird Forest

The school ENVIRO team have worked alongside Rebecca McCormack to create a Bird and Insect forest proposal for the area between the School Hall and the Dental Clinic. **Sarah moved** that approval is given for the use of the land and associated funding to achieve this, **seconded by Sharon Thompson. Motion was passed.**

3.4 Delegation List 2019

Abby Keplar moved that she become the Health and Safety delegate for Titahi Bay School , **seconded by Sharon Thompson. Motion was passed.**

3.5 One Day Nature School

Sarah Campbell is to find out more information from NZSTA and the MoE and report back to the Board about the responsibilities and liabilities of both the BoT and the Principal regarding students attending this.

4. MONITORING

4.1 Accounts

Gaby moved that the Board pass the **July/August and September accounts, seconded by Anna McGavin. Motion was passed.**

5. NEXT AGENDA ITEMS

5.1 Tanya to talk on SHINE BEAGLE

5.2 TOD for 2020 on local curricula

5.3 Additional TOD days 2020

5.4 Opt in or out of Ministry scheme /Donations

5.6 One day Nature School

6. Administration

6.1 Confirmation of last minutes

On the motion of Sarah, seconded by Gaby Wesley Smith , it was resolved that the minutes of the meeting held on Monday 19 August 2019, be taken as read and signed as a true and accurate record of that meeting.

6.2 Correspondence - Principal's Report

The Principal report was shared and it was acknowledged that Maths Week, Onesie Day , Tongan Language and Te Wiki O Te Reo Māori weeks were all great. Jamie and Miranda thank everyone involved for all their extra work and support that was put in to making all of these events successful. The bike track upgrade has now been

completed. The doorway opening up Room 2 and 3 has almost been completed. **Sharon Thompson** wanted to acknowledge both Jamie Merrick and Miranda McMahon for the great way they are leading the school whilst Kerry is on Sabbatical.

7. Meeting closed at 8.25pm

MINUTES READ AND CONFIRMED

CHAIRPERSON..... *Farah Campbell*.....

DATE..... *4/11/19*.....