

**MINUTES OF THE COLLINGWOOD AREA SCHOOL BOARD MEETING HELD
MONDAY 24 MAY 2021 AT 3.30PM**

PRESENT

Vincent Andrew (Presiding Member) Joyce Wyllie Renee Riley Brendan Richards Edwina Howell
Anne Harvey

APOLOGIES

Hugh Gully (Principal) Irene Pomeroy (Board Secretary) Nicole Custers (Student Trustee) Mieke van
Lammeren (Staff Trustee)

PUBLIC

Diane Street

KARAKIA

Anne Harvey opened the meeting with a Karakia.

WELCOME

Vincent Andrew welcomed members and explained absences and reasons why people were away.

In Nicole Custers' absence the Board welcomed her as the new Student Trustee and will officially welcome her at the June meeting.

INTEREST REGISTER AND DECLARATIONS OF INTERESTS

No Conflicts of Interest Declared.

MONITORING

PRINCIPAL'S REPORT

As printed

1.2 Renee Riley reported on Senior School Camp

- Cool atmosphere amongst students
- All ages hanging out together
- Tramp up Mt Robert was awesome
- Students were working together
- Teacher's all enjoyed the Camp
- Renee Riley would like for this camp to happen again and thinks having a year to plan it is an advantage
- Students were cooking and cleaning

- Renee Riley very proud of everyone
- Good for Junior School to be at school on their own as well

2.1 Discussion was held on Positive Behaviour for Learning. Vincent Andrew to talk to new women who has moved to Collingwood whom works with Greg Jansen.

2.3 Anne Harvey reported on her meeting with Hugh Gully

- Have the beginning of an Action Plan
- SchoolDocs and plans from other schools are their starting point to get key points
- Parents need to know why we are doing this and what it means so we all learn
- Having translation of Karakia and Waiata will increase respect
- Anne Harvey will bring mind map pieces of paper for all Board Members to add ideas / suggestions
- Anne Harvey to follow up on Tamsin's sessions at Collingwood Area School three years ago

4.1 \$50,000.00 has been allocated by the Ministry, to use how Hugh Gully chooses, to help with the transition to the new rebuild.

Bodyfurn chairs have been paid for by the Furniture Budget.

- What has happened to the old chairs?
- What will happen to tables and other furniture?

4.2 Brendan Richards questioned where is the Healthy Homes Standard Report and feedback we commissioned from Jenna Bowden. This is an important Health and Safety issue for the Board.

4.3 There has been only one expression of interest for the erecting of the Pole Shed and that is from Wakefield. The Ministry do not advertise in the Golden Bay Weekly. Hugh Gully has given School Support some names of local builders.

4.4 A request was made for the scanned picture from Robin Slow that was presented at the RCG meeting – not everyone has seen it. Duncan / Hugh Gully may have a copy they can share.

5.1 The Board discussed bus issues – overcrowding and students not wanting to get on.

The Board discussed the Attendance Data Graphs. Attendance is tied to achievement which is important to the Board

- Do the Board incentivise Attendance?
- House points for above 95% attendance / term?
- End of year recognition?

The Board adopts the Principal's Report.

Moved Brendan Richards / **Seconded** Renee Riley

Carried Unanimously

FINANCIAL STATEMENTS

3.2 Motion

The Board adopt the April 2021 Statements of Financial Position (attached).

Moved Vincent Andrew / **Seconded** Brendan Richards

Carried Unanimously

- 20% Expenditure and 38% Income until end of May 2021. Vincent Andrew to speak to Irene Pomeroy and Hugh Gully to clarify situation
- The Board would like Hugh Gully to explain if teachers are feeling fully resourced? School has money in the bank that could be used. Teachers each have a budget which the Board feels are obviously not being used
- The Board would like to know if the Budget is allowing more creative activities to come into the classrooms

STRATEGIC DISCUSSIONS

4.1 Vincent Andrew went through the Board of Trustees Code of Conduct and expected behaviour and Common Goals.

- Vincent Andrew to update Acts mentioned (Education Act)
- Discussion was held on Management and Governance line. It is important to keep the best interests of the school in the fore front
- Vincent Andrew outlined the model of Management / Governance which the NZSTA uses. The Principal is the only interface in the “pivot point”
- A Board needs to be a safe place – for everyone it must be safe
- All the Board must be ‘Up Standers” as well if we think there is a tone of voice or something to be said (maybe at a later date rather than at a meeting). All the Board need to be aware
- Good to have a diverse Board
- Renee Riley asked that there be a new members pack put together – Code of Conduct, how to get on emails, etc. Renee Riley to start a Google document so members can add what they would like to see in the Pack

4.2 Mauri Stone Ceremony

- Anne Harvey said it would probably be put down before any ground is disturbed
- Not sure at this stage what stone it will be
- Who will lead this – PCG, Board?
- Who sets the date?
- Good time to discuss this with Manawhenua
- Nice to have a ceremony with us not just for us
- Are other people allowed to speak?
- Is there possibility for Christian input?
- Hugh Gully to initiate this conversation
- Anne Harvey fed back that Manawhenua do not want to at this stage be involved in the

Visioning Project. The school can make a start and keep in touch with Manawhenua – school should start their own vision.

- 4.3** Edwina Howell met with Kristal Wells who said that the Board have not got back to her. Anne Harvey will contact Kristal Wells and have a one on one meeting with her to follow up.
- 4.4** Anne Harvey has a letter from Rebeca Olney which she will pass on to Hugh Gully as it is Management.
- 4.5** Next BOT Spot is 10 June 2021. Board Spot in Flyer needs to be short and succinct. Edwina Howell to write something for next Flyer about where Policies are and what changes to the Education and Training Act means. This must be to the Office by Queen's Birthday weekend.
- 4.6** Do we need a Staff Trustee on the Board in Mieke van Lammeren's absence? Vincent Andrew to have a conversation with Mieke van Lammeren and Hugh Gully.
- 4.7** Discussion was held on the legal processes of Board Elections and the Returning Officers and Board's role
- The Returning Officer is required by law to make election results public
 - Before the Student Trustee election in September Edwina Howell will write a blurb in the BOT Spot about the democratic process and Public Service
 - Edwina Howell to do this also for the July 2021 and March 2022 Elections
- 4.8** Renee Riley reported on the Uniform meeting held last week
- Junior yellow t-shirts are not liked for various reasons.
 - Received lots of feedback but nobody wants all black t-shirts
 - Junior Sports shirts will now be on the uniform list. Hugh Gully is talking to NZ Uniforms trying to get cotton blend rather than 100% polyester
 - Will keep separate junior / senior uniforms
 - Hugh Gully to be more "onto" keeping standards of uniform
 - Option for Juniors to wear wool jersey
 - Yellow polo T-shirt will be phased out over a period of time
 - Hugh Gully to check with NZ Uniforms how much stock the company is holding for Collingwood Area School.

ADMINISTRATION

MINUTES OF THE PREVIOUS MEETING

Motion

That the Minutes of the meeting held on 12 April 2021 are a true and accurate record.

Moved Vincent Andrew / **Seconded** Edwina Howell

Carried Unanimously

CORRESPONDENCE

Inward

NZSTA News – April Issue 307

Outward

Lorna Pomeroy

Anne Harvey closed the meeting with a Karakia

The meeting closed at 6.10pm

Next Board Meeting – Monday 21 June 2021 at 3.30pm