



Collingwood Area School

Together we ride the wave of life long success
Ka eke ngātahi tātou i te ngaru o te angitu

Collingwood Area School BOT Minutes

Monday 23 May 2022 commencing 3:30 PM
Collingwood Area School Staffroom

1. WELCOME

- 1.1 **KARAKIA:** Hugh Gully opened the meeting with a karakia
- 1.2 **PRESENT:** Hugh Gully (Principal) Vincent Andrew (Presiding Member - Chair), Joyce Wyllie (Parent Rep), Nicole Custers (Student Rep), Brendon Richards (Parent Rep), Edwina Howell (Parent Rep), & Kaye Stark (BOT Secretary)
- 1.3 **PUBLIC:** Amanda Millar
- 1.4 **APOLOGIES:** Peter Taylor, Renee Denmead, Anne Harvey
- 1.5 **INTEREST REGISTER AND DECLARATIONS OF INTERESTS**
No conflicts of interest were declared.

2. STRATEGIC DECISIONS

3. MONITORING

3.1 PRINCIPALS REPORT

(as per HG's attached report)

Key Points:

- **Senior Camp** – HG shared details on the upcoming camp to TeTowaka. 19 of the 21 eligible students are going. HG has developed a covid contingency plan for the camp. It was agreed that the proposed camp fits with the school's values and visions.
- **Furniture** – HG has been working through pricing and procurement of school supplied list for the rebuild. Actual figures have not been finalised to date but it has been a very time consuming job.
- **Literacy** - HG commented that the PD modelling for Literacy in the primary section was well received.
- **Parent Teacher Interviews** - There has not been much feedback from the PT interviews held last week but it appears to have been well attended.
- **Planning & Reporting Changes** – The BOT discussed the implications for CAS from the proposed changes as presented in an email to HG. These changes come into effect 1 Jan 2023.
- **BOT Revisioning Timeline** – There was much discussion on how to proceed with this process including revising the original timeline that had been put forward following the initial meeting with Greg Jansen. The video has all but been completed.
Survey Questions – HG & EH are going to draft a questionnaire.
HG, VA & EH will meet with someone on the 24th May who may be suitable for coordinating and collating the data generated from the community consultation process.

It was also suggested that, although the school/BOT should drive the process, it would be useful to involve Greg Jansen to assist with some of the bigger consultation forums.

HG has offered to redo the timeline & will send out to the BOT as a draft after the 24th May meeting.

- **Donation** - \$8000 from the Pupu Hydro Society was gratefully accepted.
- **Bike track** – the proposed new bike track will be on hold for a year because of the temporary draining requirements for the rebuild.
- **Rental Properties** – Now that the most of the capital work has been completed, it was suggested that it was timely to complete a rent review of the properties. It was agreed that any proposed changes would need to be a balancing act.

3.2 Financial

- The Financial Reports for Mar/April 2022 presented by Solutions and Services were accepted as correct.

HG/JW - carried unanimously

- Following discussion, the BOT ratified the 2022 Budget.

VA/BR - carried unanimously

3.3 Health & Safety

- The 2022 Emergency Plan has been reviewed and in use.

4. Strategic Discussions

4.1 Home Learning Policy - deferred to next meeting

4.2 Finance, Property & Community Policies

- The Finance & Property Policies have been deferred to the June BOT meeting.
- The BOT will convene a **special meeting on July 25th** to work on the Treaty of Waitangi, Community Engagement and other recent Policies needing to be reviewed.

6. Administration

6.1 Confirmation of previous minutes.

JW/HG – - carried unanimously

6.2 Review Actions from Previous Meetings

- All actions, apart from the two Policy related ones, were completed.

6.3 Correspondence

- VA had received a follow up response from J Win re. the new school T shirt. The BOT acknowledged her letter but have asked VA to reply reiterating the schools need to remain within our uniform contract obligations.

6.4 Next Meeting June 20th 2022 – 3.30pm, CAS Staffroom.

6.5 Meeting Closed – 5.30pm



Vincent Andrews – Presiding Member Collingwood Area School BOT

TO DO

- *HG to redo the timeline & share with the BOT as a draft*
- *HG, VA & EH to meet with someone on the 24th May re. coordinating and collating the data generated from the community consultation process.*
- *KS to present copies of draft Finance & Property Policies at least 2wks before the June 20th meeting.*
- *VA to respond to J Win's letter*

