



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 15 August 2022 commencing 3:25 PM

Collingwood Area School Staffroom

1. WELCOME

1.1 **KARAKIA:** Hugh Gully opened the meeting with a karakia

1.2 **PRESENT:** Hugh Gully (Principal), Nicole Custers (Student Rep), Edwina Howell (Parent Rep), Brendon Richards (Parent Rep), Peter Taylor (Staff Rep), Renee Denmead (Parent Rep), Anne Harvey Manawhenua Ki Mohua & Kaye Stark (BOT Secretary)

1.3 **PUBLIC:** Vincent Andrew, Joyce Wyllie

1.4 **APOLOGIES:** Dan Jessep (Parent Rep)

1.5 INTEREST REGISTER AND DECLARATIONS OF INTERESTS

- PT with tabled letter of request for leave.

1.6 ELECTION OF OFFICERS

KS called for nominations for the Presiding Member of the BOT.

E H nominated Brendon Richards. It was seconded by HG. As there were no further nominations BR was duly appointed Presiding Member of the Collingwood Area BOT.

The position of DPM was deferred until the next meeting.

1.7 BR took the chair and welcomed new parent rep Meret Weiss to the BOT.

He thanked Vinnie & Joyce for their service to the BOT providing experience & stability through an extremely difficult period.

He acknowledged taking on the BOT PM position will present a steep learning curve for himself but that he will bring his on-the-job values of integrity & treating each other as you would want to be treated yourself to the position. He stressed that he wanted the meeting format to be treated as a safe zone where members were able to present their honest views without judgement. He also expressed the need for BOT members to be mindful that their job was one of governance and policy focused rather than management driven.

3. MONITORING

3.1 Principal's Report (as per attached)

BR moved that the Principal's report be accepted.

PT/RD - carried unanimously

3.2. Financial Statements

- The June 2022 Accounts as presented by Solutions & Services were ratified.

HG/PT - carried unanimously

- The Board approves the 2022 budgeted Statement of Financial Position and 2022 budgeted Statement of Cash Flows, which are both derived from the Board's approved 2022 operating and capital budget.

BR/PT - carried unanimously

3.3. Health & Safety

- The BOT gave permission for the local Civil Defence group to undertake training onsite & involve students with this. This is as per our MOU

4. STRATEGIC DECISIONS

4.1 Treaty of Waitangi Policy

- HG proposed we adopt the Treaty of Waitangi policy as presented.

4.1 Communicating with Parents Policies

The decision on the final wording of this policy was postponed until the next meeting pending additional consultation with teaching and support staff. It was generally agreed that all communication by the school of events & notices should be through Skool Loop app, Fbk & email and that the school Office Administrator would keep a record of those caregivers without access to the mediums so that they can be contacted separately via phone or text. It was acknowledged that the Skool Loop app was sponsored by the community so the school should use it as much as possible. It was also agreed that other mediums such as seesaw can be used by individual classrooms as a way of sharing class content as long as all notices were shared with the Office Administrator. The BOT's overriding request was for consistency

4.2 Policies General

- EH asked HG for list of Policies yet to be completed.
- The following policies are to be on the drive by 15th Sept for the Sept 19th Meeting
 - Reporting to Parents
 - Improving Educational outcomes for Maori students

4.3 Visioning Process

The BOT went through the updated timeline.

The general consensus that it was possible for BOT members to complete the reading and note their 2 or 3 key values before the Aug collation hui with Sheridan Gray and the follow on hui with Greg on the 12th/13 September.

5.0 PUBLIC EXCLUDED

The Board moved to exclude the public in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 4.10pm and came out of committee at 4.45pm

6. ADMINISTRATION

- 6.1 The minutes of the June 20th 2022 meeting were accepted.

EH/HG-carried unanimously

- 6.2 no action

- 6.3 correspondence actioned in PEB

- 6.4 BOT SPOT – yearbook. BR agreed to liaise with Kate Ricketts re. writing a section on the BOT for the 2022 yearbook. It was thought “Building” was a good theme. A photo for the yearbook was to be taken at the next meeting.

- 6.5 RD tendered her resignation from the BOT effective from today. She will provide the BOT with a written copy of her resignation. The BOT accepted with regret.

7. MEETING CLOSURE

Meeting closed at 5.20pm with a karakia from AH



Brendon Richards – Presiding Member Collingwood Area School BOT