



Collingwood Area School BOT Minutes

Monday 20th February 2023 commencing 4:08 PM

Collingwood Area School Staffroom

Prior to the start of the official meeting HG revisited the BOT's list of options for use of the school's uncommitted funds. He stressed it was timely for them to review and update the priority list. DJ asked if there was an updated plan showing what will be missing due to a lack of funding for the rebuild. There was also a queries over where the "boiler money" was, what exactly the MOE monies was achieving & clarification on the status of the covered walkways HG will speak with the Project and we will revisit at the start of next meeting in March.

1. WELCOME

1.1 KARAKIA: Hugh Gully opened the meeting with a karakia

1.2 PRESENT: Hugh Gully (Principal), Brendon Richards (Parent Rep – Presiding Member), Meret Weiss (Parent Rep), Dan Jessep (Parent Rep), Rosie Riley (Parent Rep), Peter Taylor (Staff Rep), Edwina Howell (Parent Rep) via skype, Anne Harvey (Manawhenua Ki Mohua), Tiana Onley (Student Rep), & Kaye Stark (BOT Secretary)

1.3 MEMBERS OF THE PUBLIC:

1.4 APOLOGIES:

1.5 DECLARATIONS OF INTERESTS: None declared.

2.0 HOUSEKEEPING.

3. MONITORING

3.1 Principal's Report (as per attached)

BR moved that the principal's report be accepted.

BR/DJ - carried unanimously

3.1.1 Principal's Report Additional Notes

3.1.2 Draft Vision – PT put forward the suggestion that students and staff will work with the proposed values on camp. It was considered that by using the language on camp, students could then begin to transition the values back to school. There was concern that this could be a bit premature as we hadn't heard back for manawhenua or revisited our community. AH was going to check where our consultation was with mkm. The BOT then needs to decided how and when it will update the community.

3.1.3 Charter – shared his latest draft with goals new and old that had been proposed in conjunction with teachers. Asked the BOT to review and we will finalise next month. There was discussion on how we measure well being, student achievement and goal setting.

3.1.4 Personnel – Options for replacement of the DP position were discussed.

3.1.5 Public Excluded Business – The BOT moved into committee at 4.35pm

Under Section 48, Local Government Official Information and Meetings Act 1987 the public is excluded from the following parts of the proceedings of this meeting.

The reason for passing this resolution in relation to this matter, and the specific grounds under [section 48\(1\)](#) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter resolution in relation to each resolution
to be considered matter
Reason for passing this 48(1) for the passing of this
Staffing personnel issues (employment issues including
staff appointments, industrial issues, restructuring,
and appraisals)

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The BOT come out of committee 4.46pm

3.1.6 Value Engineering – (see notes from pre meeting) PT suggested a change to the plan so teachers were able to see the hard courts. HG to take that back to the architects.

3.2 Financial Statement

3.2.1 – Monthly Reports - no reports this month

3.3. Health & Safety - HG outlined his ideas for the process of reviewing the H&S policies (see his notes). The Policy should be ready for sign off at the next meeting, however, there still needs to be clarification on who the H&S officer will be. Methods on reporting hazards to the BOT also need to be addressed as does setting up a H&S committee. Perhaps use the AP/DP once appointed.

3.3.1 Other Policies - KS was asked to:

- put the Concerns & Complaints & the H&S Recording and Reporting on the school webpage.
- Check the SchoolDoc policy flowchart & update policy review discrepancies
- Reschedule the 2022 Student Engagement /Behaviour Management Policy – perhaps to Term 2 2023.

3.4 Little Red Fox closure – has had a huge ripple effect throughout the Collingwood community. There are several community driven options to be looked out. EH put it to the BOT that we could perhaps lease/gift land or a school houses for a kindergarten option. Ultimately it will benefit the school through the retention of families and teachers. The general consensus was that ECE options should be developed by the community and that the BOT should be involved but not lead. It was asked that HG to seek clarity and support from MOE and the Kindy Assoc. of any possible options for ECE development in the Collingwood Area.

6.0 ADMINISTRATION

6.1 Minutes – After the correction of several spelling errors the minutes of the Jan 31st 2023 BOT Meeting were accepted.

RR/EH – carried unanimously

6.2 Hall Roof - The quote from the Painting Collective to paint the Hall roof was accepted DJ/RR – carried unanimously

6.3 Correspondence: Thank you cards from Vinnie & Joyce were received. They will be circulated to staff - copies in correspondence folder.

6.4 BOT SPOT – MW & RR would provide a small bio for next CAS Flyer.

6.5 Honorarium – BOT agreed to receive their honorarium at the end of each term.

6.6 Advance notice of meetings for community- It was requested that KS put BOT meeting dates on the school calendar and Flyer

7.0 MEETING CLOSURE

Meeting closed at 5.40pm with a karakia
7.1 NEXT MEETING
27th March 2023

Brendan Richards – Presiding Member

TO DO

- ALL BOT MEMBERS: to review and come up with suggestions to add to our charter goals including ideas to measure wellbeing.
- AH: check with MKM re status of Visioning consultation
- HG: check whether staff happy to continue in T1 management roles for T2
- HG: Go back to architects for an update on plan for hard courts area.
- HG: report on CP's accident.
- KS: purchase defib.
- KS: Contact Peter Chisholm re school house maintenance schedule.
- KS: put Concerns & Complaints & the H&S Recording and Reporting on the school webpage.
- KS: Check the SchoolDoc policy flowchart & update policy review discrepancies HG: to seek clarity and support from MOE and the Kindy Assoc. of any possible options for ECE development in the Collingwood Area.
- KS: put BOT Mtg dates on School Calendar
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- KS: Set up a Conflicts on Interest Register
- KS: needs to put up the Concerns & Complaints & the H&S Recording and Reporting. Maori Educational Success & Te tiri o Waitangi
- MW & RR: To provide a small bio for next CAS Flyer.
- AH /HG: Improving Outcomes for Maori Students - draft for next meeting
- ALL BOT: to revisit and familiarise themselves with the rebuild priority list – link provided on Principal's Report.
- KS: Laminate copies of the National Education & Learning Priorities for BOT meetings.
- KS: contact: uniform company re. subsidy for new shirt.
- KS "Welcome to the BOT" kit available to all new BOT members