

Minutes

**BOARD OF TRUSTEES MEETING
Wednesday 10 November 2021**

**Frankley School
5:15 pm**

Agenda Item/Topic	To Discuss	Action	Responsibility
Present	Nathan Mumby, Zoe Manderson, Sarah Morris, Bonnie Mills and Robyn King as minute secretary.		
Opening Prayer	Acknowledgement of Devon Intermediate and the staff involved in the tragic accident.		
Apologies	Paul Davison AWOL		
Opening Business	<p>Moved to apply to the Pelorus Trust to fund the Surfing for Life Program for Year 6 Students for 2022. Moved Dave Seconded Zoe</p> <p>Moved to hold an overnight camp on the school grounds for year 5 students, this will be run under the Covid19 level 2 restrictions. Moved Dave Seconded Zoe</p> <p>Declaration of a possible conflict of interest, Nathan Mumby purchased new chlorinators for the school pool through his business account to save the school significant money. The school</p>		

	will pay the invoice to Austral Pool & Spa directly.		
Agenda	Confirmed		
Principal's Report	<p>As per attached report:</p> <ul style="list-style-type: none"> ● Reviewed Strategic Plan which has helped form the draft plan for 2022 ● Cultural Audit Walk Through - report as attached ● Started to develop a behavioural management plan, and have started consulting with staff. 		
NAG 1 – Curriculum			
NAG 2 - Review and Documentation	<p>Harassment Policy Maori Educational Success These were discussed, board happy no changes required.</p>		
NAG 4 - Finance	<p>Report Attached. September/October accounts tabled. Tracking well, should end with a surplus rather than the budgeted deficit.</p> <p>Moved to purchase one extra new screen for the new classrooms in readiness for 2022, to enable each space to have a screen. Moved Dave Seconded Bonnie</p>		

	<p>The budget for 2022 is almost complete. We will revise this early in the new year in conjunction with new staff, when it is clear what is needed.</p> <p>Moved that the board top up the cost of furniture for the 3 new spaces, to enable the purchase of what is required to the value of \$13k Moved Dave Seconded Nathan</p>		
NAG 4 – Property	<p>New classrooms still hoping for February.</p> <p>Carpark across the road has continuing issues with unwanted visitors. Looking at solutions as to how to make it un-accessible outside of school times. Eg concrete bollards. Go back to Hayden Markham for a costing of concrete barriers. Sarah will contact Anna Duncan to ascertain if there would be a height restriction.</p> <p>Look at getting a pricing for the court fences and fencing around the pool</p> <p>There will be no pool keys for sale this season due to Covid19. This has been reflected in the proposed 2022 budget.</p>	<p>Obtain a price</p> <p>Contact Anna Duncan</p> <p>Sarah to follow up</p>	<p>Nathan</p> <p>Sarah</p> <p>Sarah</p>

Health & Safety	As attached. Damage to sails and poles during extreme wind. An insurance claim has been lodged, and approved to repair.		
NAG 6 – Legislation			
General Business	Provisional Staffing for 2022 = as attached Operational Grant for 2022 = as attached		
Correspondence			
Minutes	Minutes of the previous meeting were confirmed as read and correct. Moved Dave Seconded Zoe		
Next Meetings	December 8, 2021 at 5.15 pm Meeting closed at 7.35 pm		

Date

Nathan Mumby, Chairperson

Meeting Originated From	Action	Responsibility	Date Action Completed
11.12.2019	H&S computer use	Sarah	In Progress
	Emergency Kit	Sarah	
11.08.21	Investigate safety around Jungle Gyms in playground	Sarah	
	Police Vetting - Coaches	Paul	
15.09.21	Discuss H&S Office role with staff	Sarah	
	Complete pool assurance with Rangī	Dave	
	Speak with Paul around completing H&S audit	Sarah	
10.11.21	Contact Hayden Markham	Nathan	
	Contact Anna Duncan	Sarah	
	Costing for fences	Sarah	