

**Birkdale North School**  
Board of Trustees Meeting Minutes  
Wednesday 26 February 2020, 6:30pm  
Birkdale North School Staff Room

Topic and Background	Discussion	Action / Decision At the Meeting
<b>Administration</b>		
Welcome, Karakia Introductions/whakawhanaungatanga - Chair	Meeting Opened: 6:37pm	
Attendees	Present: Greg, Yvonne, Guillaume, Jan, Matt, Mikael, Soazik, Anne-Marie, Tui  Apologies:  Guests:  No-Show:	
Appointment of chair 2020	Jan to facilitate this process.  Unopposed candidate will be declared chair.  More than one candidate, a vote will be held after candidates' statements are heard	After hearing the views of board members Greg stood unopposed.  Jan declared Greg our Board Chair for 2020
Declaration of Conflict of Interest		None
<b>Item</b> EOTC letter of concerns	Clarification of points raised which related to our EOTC policies: -	

	<p>It has been communicated to parents that school docs was being adopted in 2019 for Birkdale North School policies. EOTC community consultation has been recently done and was communicated through our newsletter and on our website.</p> <p>Points of concern were discussed and the principal addressed points including RAS forms.</p>	
Approval of Previous Minutes	Minutes to be approved:	<p><b>Motion:</b> That the minutes from the meeting held on 5th December 2019 be passed as true and correct.</p> <p>Moved: Greg Second: Carried: All</p>
<p><b>Financial Report - 10 minutes</b></p> <p>Monthly review of the financial report, financial statements and creditors.</p>	Highlighted the professional development - to move forward we need to have sufficient money in this part of the budget.	<p><b>Motion:</b> That all lawful creditors be paid and that the financial reports for November and December 2020 be approved.</p> <p>Moved: Greg Second: Carried: All</p>
<b>Principal</b>		
<p><b>Principal's Report - 10 minutes</b></p> <p>Monthly Principal's Report</p>	Jan shared her report and a quick slideshow.	<p><b>Motion:</b> That the Principal's report be adopted.</p> <p>Moved: Greg Second: Carried: All</p> <p><b>Action:</b></p>
<b>Health and Safety</b>		
School signage (car park and playground)	Safety at the gate - Some parents are parking inconsiderately at the school entrance. In the 2	<b>Action:</b> Mikael will look into signage for the playground

	<p>minute zone some people are parking much longer than 2 minutes.</p> <p>We can record registration numbers for vehicles in breach of rules. Discussed putting cones on the northern entrance of the church car park.</p> <p>We will do this for safety and communicate this with our parents and also the church.</p> <p>Signage - for the playground will be added to remind people using the playground of their obligations.</p>	
<b>General</b>		<p><b>Motion:</b> That the Board...</p> <p>Moved:    Second:    Carried:</p>
<p><b>Item</b></p> <p>Board's position on Sunsmart practices</p>	<p>Sun Safety - Adding sunscreen is part of the picture but covering up is also important.</p> <p>This has been shared in the newsletter.</p>	
<p><b>Item</b></p> <p>Treaty obligations and iwi consultation</p>	<p>What does this look like for Birkdale North School?</p> <p>Ngāti Whātua, Kawerau-A-Maki and Ngāti Paoa</p> <p>Consider what we are consulting on.</p> <p>On the North Shore we go by Ngāti Whātua</p> <p>Discussed if our school currently has a Kaumātua. John Marsden or his representative</p> <p>Consultation could be on what is the school doing to support their Maori students both within the learning context and holistically.</p> <p>A Māori cultural evening was suggested.</p>	<p><b>Action:</b> For the BoT to include an item in the Action Plan to ensure that we work towards meeting our Treaty Of Waitangi obligations.</p>
<p><b>Item</b></p> <p>Swimming pool maintenance and lack of funds</p>	<p>There are things that need to be done. The paint surface inside the pool will need work possibly</p>	

	<p>before the summer season November 2020. Jan will look at getting some quotes for the pool painting.</p> <p>The pool fence has been repaired for intentional damage.</p> <p>Ideas were discussed for pool upkeep.</p>	
<p><b>Item</b> Chair succession</p>	<p>Thoughts on what will happen if Greg is away for a period. We could consider thinking of a board member who could be a Deputy Chair if needed.</p>	
<p><b>Item</b> 2020 work plan</p>	<p>This can be worked on further after the analysis of variance is presented so that the board work plan aligns with the AoV and the Strategic direction.</p>	
<b>In-committee (When required)</b>		
<p><b>Approval of previous in-committee minutes</b></p>	<p>Minutes to be approved:</p>	<p><b>Motion:</b> That the minutes from the in-committee meeting held on the 5th of December be passed as true and correct.</p> <p>Moved: Greg Second: Carried: All</p>
	<p>Moved In Committee at 8:40pm   Moved out of In Committee at 9.05pm</p>	<p>The Board resolved to move “In Committee” under Section 48 of the Local Government Official Information and Meetings Act 1987 to discuss items that may have a privacy issue.</p>
<p><b>Item</b> Correspondence sub-committee update</p>		

Agenda Items For Next Meeting		
Confirmation of next meeting	Wednesday 25th March 2020	
Meeting Closure	Meeting closed: 9:05 pm	