



## STANLEY BAY SCHOOL

### Stanley Bay School

#### Board of Trustees Minutes

Thursday 26 January, 2023 at 6pm Staffroom

Present: Scott Boniface, (Acting Principal & Staff Trustee), Eddie Christian (Presiding Member), Kate Maiava, Jonathan (Monty) Duncan, Jonathan Marshall and Anthony (AJ) James

In attendance: Janie Stone (minutes)

### **1 Administration**

#### **1.3 Minutes of the Previous Meetings - 1 December 2022**

The minutes were approved as a true and accurate record.

**Moved: Eddie Christian**

**Seconded: Anthony (AJ) James**

#### **1.4 Declaration of Interests**

Steve Brick, relationship Brother, Priority 1 Plumbing, recorded on the Conflict of Interest Register.

#### 1.5 Correspondence In

Nil.

#### **Correspondence Out**

Action - Log the resolution of James' family email.

### **2.1 Election of new Presiding Member**

Eddie Christian was nominated. Congratulations to Eddie on re-election for 2023.

Eddie thanked the board and expressed his wish that the board continue to be cognisant of their role.

**Moved: Kate Maiave**

**Seconded: Anthony (AJ) James**

### **2.2 Annual Plan & Board Work Plan**

Board work plan - the board wishes to move the Principals's Performance to 9 May.

**Moved: The board approves the Annual Plan & Board Work Plan for submission to the Ministry.**

**Moved: Jonathan (Monty) Duncan**

**Seconded: Anthony (AJ) James**

#### **Assessment Schedule**

The NZ Curriculum refresh this year could change what the assessment schedule looks like, or contains for next year.

### **2.3 Policy Reviews - School Docs**

Three to review this cycle (term 1). Legislation and Administration Policy, Privacy and Official Information Requests. These open on 30 January, the board to form a roster. Scott to remind the board closer to the end of term 1.

### **3.1 Hautu**

Scott has contacted Brenda McPherson to do a Treaty workshop with the new board at the next meeting. Awaiting confirmation of this from her. The workshop will focus on our obligations to the Treaty. The Board wishes to then move forward with implementing the Hautu tool and develop a workstream for the year.

### **3.2 HR Review**

Date set for 14 February - baseline. Kate will share documents with the board to look at our next steps. We have engaged Mike O'Brien, NZSTA, to lead this review.

### **3.4 Student Achievement**

Sharing of the assessment data with our community. Jonathan Marshall to action.

### **3.6 Principal's Report**

**Creatives in school** - Rita and Ben have won a place on this initiative; this is worth \$13k and has 50 hours of teaching release time. This will include the physical installation of major works.

**International Students 2023** - We have one for a full year, one for six weeks and two for three weeks.

**TODs 2023** - Provisionally Friday, 2nd June, for the Kahui Ako conference day at Takapuna Grammar School.

**The board approves the TOD of 2nd June 2023 for staff to attend the Kahui Ako, if there is any change to this date, Scott to inform the board.**

**Moved: Eddie Christian**

**Seconded: Anthony (AJ) James**

### **Appointment of Board Funded Teacher & Donation**

We are expecting a donation of \$50k. The donor wishes to remain anonymous. This was non-budgeted. Scott requested that the board approve the appointment of a teacher to start at the beginning of term 3 to open a new entrant class.

**Motion: The board approves the appointment of a board funded New Entrant teacher to commence at the start of term 3.**

**Moved: Anthony (AJ) James**

**Seconded: Jonathan (Monty) Duncan**

### **Gift Register Exemption**

The gift register lists all the gifts to staff in 2022 valued at \$100 or more. Minute approval of the gift register.

**Moved: Eddie Christian**

**Seconded: Jonathan Marshall**

### **Board dates 2023**

The board discussed moving the board dates to a Tuesday at 6pm. These would be moved to the Tuesday prior to dates already sent out.

Revised dates: 14 March, 9 May, 6 June, 1 August, 5 September, 24 October, 28 November.

### Capex

Scott would like to further investigate the Robomow and have a full school mow, before making any decisions. Anthony (AJ) to assist.

AJ to investigate the integrity of the concrete and a way of prolonging the life expectancy of the pool, before painting.

Scott presented the list of Capex items (see Principal's Report) for Board approval and asked that items 1-8 Capex items be approved.

	Recommended Capex	
1	Robomow	10,000
2	Display Cabinet and meeting table for Principal's office	2,000
3	Projector cage and 4 x TVs	6,000
4	Outdoor seating/learning space/two outdoor water fountains	12,000
5	Garden to table benches and shelving	5,000
6	Percussion garden & shade sail for pool areas and outside Rm 12	19,000
7	Pool chemical pump	7,000
8	Pool storage for chemicals	2,000
		63,000
9	Acoustic soundproofing in ceilings Rooms 4 & 5	

**Motion: The board approves items 1-8, value approved \$63k.**

**Moved: Eddie Christian**

**Seconded: Jonathan Marshall**

### Finance Report

The Finance Report for December 2022 was unavailable due to holidays. Once available, Janie to share it with Scott and Monty.

### Health and Safety

The board requested that H&S be placed first in the Principal's Report to include the following:

Statistics & Trends  
Kids cutting, stabbing  
Trips  
Injuries  
Outside  
Discretionary  
Fire drills

The board would like to reinstate the H&S walkarounds, before each meeting. All board members rotate. Scott to add names to the revised Board Work Plan.

### Property

We have been contacted by APS who have been engaged by Watershed who are undertaking the 5 & 10 YA, they have sent contractors to assess the state of the roof of block one, and Rooms 13 & 14.

They have been tasked by the Ministry to oversee and implement the 10YP programme.

**Preparation and action points for next meeting**

- H&S to be placed as a first point on the Principal's Report
- Eddie to meet with Rebecca Newman (FOSB) meeting dates to be circulated
- Jonathan Marshall to do a roster for board members to attend the FOSB meetings
- Linda Simmons Sponsorship Agreement - to be looked at and revised
- Sponsorship Agreement - Linda Simmons
- Eddie to discuss cohesion between the board and FOSB for the Mud Run with Rebecca Newman
- Scott to inform the board of FOSB Meeting dates
- Board Dates 2023 - changed to Tuesdays (see item for dates)
- BOT Work Plan to include H&S walkarounds prior to each meeting
- Jonathan Marshall to communicate Student Achievement with the community
- Scott and AJ to have a trial run of the Robomow
- December Finance Report to be shared with Scott and Monty
- Log a response to the James' family
- Scott to contact Brenda MacPherson regarding Hautu at the next meeting
- AJ to provide update on CAPex for Pool Concrete Durability prior to investment in painting the pool

In-Committee at 7.35pm

Meeting Closed 7.45pm

Date of next meeting: Tuesday 14 March 2023.

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Eddie Christian, Presiding Member

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Date