



**FRUITVALE SCHOOL BOARD OF TRUSTEES MEETING**

**BOARD OF TRUSTEES MINUTES**

**DATE: 25<sup>th</sup> February 2020**

40 Fruitvale Road  
New Lynn  
Auckland 0600  
Phone – 09 8272752  
office@fruitvale.school.nz

<b>Meeting opened:</b>	6:03 pm
<b>Karakia:</b>	Donal McLean
<b>Present:</b>	Poata Eruera (Chairperson) Donal McLean (Principal) Denise Hall (Treasurer) Nicolette Woolford Bex Bennett Liam Kelly (Staff Representative)
<b>Minute Taker:</b>	Puao Uale
<b>Apologies:</b>	None

1. **Chairperson's Introduction:**

BOT first meeting for 2020.

Poata acknowledges and welcomes everyone back for a new year. He congratulated Donal on his upcoming wedding and wished him and Nicky all the best for their future, He then stepped down and passed the Chair to Liam Kelly for the annual election of Board Chairperson.

After only one nomination, it was passed unanimously that Poata Eruera will be Chairperson of the Fruitvale Board of Trustees for the year 2020.

2. **Minutes of previous meeting**

**Motion:** That the minutes of the previous meeting be accepted as true and correct.

**Moved:** Nicolette Woolford

**Seconded:** Liam Kelly

**Passed:** Unanimous

3. **Matters arising from previous minutes**

Driveway safety for the children has been improved with a yellow pedestrian crossing at the gateway. Re-education for the drop off zone and the driveway continues.

4. **Financial Reports**

November 2019 - Report received by all members prior to BOT meeting. Projected working capital to 31 December 2019 is \$154,695. Operational position is at 92%. Income 92% and Expenditure 89%. BOT members have been assured that Banked Staffing should be minimal by March or April 2020. We as board members are supportive to the justification and reasons to the variable in projected working capitals between 2018 and 2019.

**Motion:** That the November 2019 Financial Report be accepted and approved.

**Moved:** Denise Hall

**Seconded:** Liam Kelly

**Passed:** Unanimous

### **2020 Fruitvale School Budget.**

With the new building expected to be in use at the beginning of Term 2 next year, the budget has taken the furnishings of the new classrooms into consideration.

## **5. Principal's report**

The Principal's report was read and discussed.

The Charter has been actively reviewed. Children are still struggling and we're still working to meet their needs.

Riro riro - is under the implementation research and yet to get the nod from the Government. It might have to come out of our budget but it's yet to be confirmed.

Archgola outdoor shelters are on hold subject to clarification of Quotes 2050, 0248a and the pool quote as the figures do not add up. The principal is to clarify these quotes and implement the Korimako quote at the earliest.

**Motion:** The Archgola quote 0249 for the cover over the Korimako deck be accepted and implemented A.S.A.P and will be covered in the 5YA

**Moved:** Bex Bennett

**Seconded:** Nicolette Woolford

**Passed:** Unanimous

**Motion:** That the Principal's report be accepted

**Moved:** Liam Kelly

**Seconded:** Poata Eruera

**Passed:** Unanimous

## **6. BOT**

Further to the Archgola quotes, it was put into a motion.

**Motion:** Subject to clarification on quote Archgola quotes 2050, 0248a and the pool quote for the principal is authorised to accept the quotes so work can commence.

**Moved:** Donal McLean

**Seconded:** Poata Eruera

**Passed:** Unanimous

Plans and budget for the renovation of the staffroom kitchen were viewed and discussed. As it is a staff facility, that is used by them on a daily basis, the board opted to leave the final decision of the layout to them.

**Motion:** Subject to staff approval for kitchen renovation the board accepts the kitchen quotes and it will be covered in the 5YA

**Moved:** Denise Hall

**Seconded:** Nicolette Woolford

**Passed:** Unanimous

The school has \$240,000 MOE funds that need to be utilised within the next two years. The plans, budget and layout for the renovation of the Tuck Shop kitchen space to also serve as a Garden to Kitchen facility for students was viewed and discussed. A grant application of \$50,000 is in the process by Donal to assist with the renovations costs.

Denise Hall queried the layout of the hot water cylinder and stove. Donal will confer with the architect and make any necessary adjustments.

**Motion:** we accept in principle, the quote for the garden to table kitchen be approved

**Moved:** Denise Hall

**Seconded:** Bex Bennett

**Passed:** Unanimous

Principal McLean informed the board he was applying for a scholarship grant to study how other countries deal with trauma in children.

As this is a focus of Fruitvale Primary with such initiatives as Riro riro, the BOT fully supports this professional development.

**Motion:** The board supports the Principal's application for asp/appa travelling

**Moved:** Liam Kelly

**Seconded:** Denise Hall

**Passed:** Unanimous

Following previous discussion and financial investigation, it was deemed fiscally sound to opt into the 2020 donations scheme whereby the school would receive \$150 per child instead of soliciting donations from parents.

**Motion:** That Fruitvale School BOT opt into the 2020 Donations scheme.

**Moved:** Donal McLean

**Seconded:** Nicolette Woolford

**Passed:** Unanimous

**Driveway & Building update** - Everything is running smoothly. Donal and Poata did a tour of the new building and it is progressing albeit at a slower rate than hoped. The building is looking likely to be completed at the end of April/May or the beginning of Term 3..

The pedestrian crossing has been approved By Auckland Transport and is set to start in April 2020.

#### **Health & Safety review.**

Driveway traffic calming humps to be installed asap. Grounds being cleaned up to reduce slop hazards. H&S new build.

#### **Education Excellence Awards:**

Poata, Donal and Liam will liaise on a meeting date.

#### **7. Correspondence In**

MOE - Consultation letter - Iqral Elementary Support Waitakere Pool Proposal – The BOT declined the offer for 2020 but will review in 2021 if necessary.

Minister of Education Riro riro funding response

Jacqui Edward's letter seeking further support for her Professional Development

**Motion:** moved that we support Jacqui on her Human Bio Science Paper and give her 3 exam days as leave with pay.

**Moved:** Nicolette Woolford

**Seconded:** Liam Kelly

**Passed:** Unanimous

#### **8. Correspondence Out**

None.

**Motion:** That the correspondence be accepted

**Moved:** Bex Bennett

**Seconded:** Nicolette Woolford

**Passed:** Unanimous

#### **9. Fundraising Committee**

Minutes from November Meeting of the FFC were read and accepted.

Matters arising: The Tuck Shop trial menu has been trialled and will be reviewed.

#### 10. **General Business**

Internet Safety for Children

Cyber safety for our Fruitvale children will be discussed and explored at the next BOT meeting.

*The Chair moved "that in terms of the Local Government Official Information Act 1987 the public be excluded from the meeting because the Board wishes to discuss matters relating to (students discipline and personal staff matters) and discussion of these matters in public would infringe the privacy of a natural person under Section 9 (2) (a) of the Official Information Act 1982.*

#### **Board Meeting Closed:meeting closed at 8.09**

Next Meeting: 30<sup>th</sup> March 2020 at 6:00 pm

#### **ACTIONS ARISING FROM MEETING:**

- Donal will confer with the architect and make any necessary adjustments on the Tuck Shop
- Donal to clarify Archgola quotes
- Donal to accept Archgola quote for Korimako and get work done asap.