



## FRUITVALE SCHOOL BOARD OF TRUSTEES MEETING

### BOARD OF TRUSTEES MINUTES

DATE: 8 June 2020

40 Fruitvale Road  
New Lynn  
Auckland 0600  
Phone – 09 827 2752  
office@fruitvale.school.nz

1. **Meeting opened** 6:05 pm
- Karakia** Bex
- Present** Poata Eruera (Chairperson)  
Donal McLean (Principal)  
Denise Hall (Treasurer)  
Nicolette Woolford  
Bex Bennett  
Liam Kelly (Staff Representative)

**Minute Taker** Denise Hall

2. **Apologies** None

3. **Chairperson's Introduction**

Welcomed everyone back to live BOT meetings. Thanked teachers and staff for allowing the BOT the use of their staffroom. Acknowledged SMT and staff during the variable levels of Covid-19 and the return to school parameters, especially on Fruitvale Road driveway. Our community worked very well together showing their support during this time. Poata thanked Puao for her contribution to the BOT as Minute Taker.

4. **Minutes of previous meeting**

Members have read report.

**Motion:** That the minutes of the previous meeting be accepted as true and correct.  
**Moved:** Nic  
**Seconded:** Bex  
**Passed:** Unanimous

**Matters arising from previous minutes**

Should have read 'Seesaw can only comment. Does not allow like/heart – Liam to follow up.

5. **Financial Report**

Members have read report.

March - April 2020 – Projected Working Capital to 31 December 2020 is \$220,171.

Operational Position is at 33% - Income 34% and Expenditure 33%.

The MOE Government Donations Scheme – funds are held in Revenue Received in Advance then journaled each month into 10019, funds will not be offset against the expense codes related to the expenses incurred, e.g., Maths Buddy...

Outstanding draft debtor invoices \$33,075 – Jacqui has this under control. Does not show in our Financials until funds are received. Denise to amend some dates in her report due to Covid-19 lockdown.

Year to date – surplus \$8,820 against budget \$3,587.

**F.F.C.** - They have \$54,065 available – no meetings held during Covid-19.

All financial reports thus far have been received from the BOT to F.F.C.

Banked Staffing - Minus \$17,508 - Riro Riro – Bridget’s salary  
NZSTA – BOT members look forward to the next round of professional training – e.g., school financials.

**Motion:** March to April 2020 Financial Reports be accepted and approved.  
**Moved:** Denise Hall  
**Seconded:** Donal  
**Passed:** Unanimous

## 6. Correspondence

### Inwards -

Inwards correspondence received by the Board Chairperson  
RSM Hayes Audit – advising of Audit process. This has now been completed during the Covid-19 period via electronic correspondence from Administration/Management.  
NZSTA 2020 President and Board Election papers received during Covid-19 Lockdown.

Outwards - None

### **Matters arising from Correspondence**

Voting forms too late to vote due Covid-19 – voting made available online to individual members.

## 7. Principal’s report

A New Entrant and Reading Recovery teacher starting T3/T4.  
Teacher Aides will be receiving a pay increase inclusive of their pay equity settlement between 23-34% across 2020. Donal - more work to be done in relation to actual duties carried out to align with NZEI’s Work Matrix Grading and Steps. Donal explained the scale to BOT, all of which is government funded.  
Two new Teacher Aides at Fruitvale dealing with GTT (Garden to Table) plus support in class.  
Complaints document/policy – has been dealt with by Donal, BOT to regularly check School Docs for any new reviews of policies.  
Donal trying to get other schools involved in Riro Riro - Tindall Foundation and Southern Cross Health for support and possibly funding - is ongoing.  
New Build to be completed in August 2020!  
We have received extra government funding of \$240,00 of which \$80,000 for LSC (Learning Support Co-ordinator) office.  
LED lighting – Donal suggested that this can either be paid in one lump sum or change lights as they go.  
5YA – carpets will be replaced within the current building year however Covid-19 will impact on the date of completion. Pergolas are from the 5YA funding.  
Discussion around global warming.  
New quotes required for swimming pool cover and repairs to the pool lining.  
Mulch to be ordered.  
Fruitvale Road Driveway - Donal’s newsletter - Acceptance from new students to the Kiss and Drop Off technique has produced a more resilient and independent student in a shorter time frame.  
Driveway will still be monitored.

Locking gates after hours during the Covid-19 levels. Staff felt very supported and safe when permitted back on site.

**Motion:** That the Principal’s report be accepted  
**Moved:** Denise  
**Seconded:** Liam  
**Passed:** Unanimous

### **Matters arising from Principal’s Report**

Liam to check ‘like/heart’ symbol to use when in Seesaw.  
Donal to order mulch.

## 8. BOT – general business

Internet Safety for Children – discussions held between SMT.  
Poata – School’s Website – would like to see BOT members and minutes under a separate heading and not under staff. Donal to discuss with Jacqui to organise. Poata offers his assistance if required.

Reflection from each BOT member on Covid-19 experiences personally and school wide:-  
Came together more as a community, exhibited tolerance during driveway drop offs.  
School dealt with the pandemic applicable to the government's organised pandemic plan re e-learning.  
Brilliant support by teachers and SMT.  
Suggestion to view the process of iPads/Chrome books/programmes selected for future use under similar circumstances.  
Kotuitui and 'e-learning' Survey was well received, all comments very valid and respect those who participated.  
Allowed students to work at their own pace. Awareness to prioritise for the student's needs.  
Building relationships really does matter.  
Fruitvale's planning student's programmes great compared to others. Grateful for family time - home cooking, arts, crafts, exercise and togetherness.  
Heavily involved with other Principals and Ministry during changes within Covid levels. Sometimes difficult to extract constructive criticism. Support for teachers keeping up to date with what other schools were doing. School digital literacy – messaging. All quite draining.  
General discussions held concerning before and afterschool/holiday programmes within our local area as to what is attracting and/or not attracting enrolments.

End of term two - 3 July to 20 July 2020.  
Fruitvale Radio Station – logo was discussed.

## **9. In Committee**

*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:** 8.10 pm      **Next Meeting:** Monday 27 July 2020

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

- Liam to check 'like/heart' symbol to use when in Seesaw.
- Donal to order mulch.