



FRUITVALE SCHOOL BOARD OF TRUSTEES

FIFTH MEETING

Monday 28 June 2021

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

1. **Meeting Opened** 6.01 pm
Karakia Liam Kelly
Present Poata Eruera (Board Chairperson)
Donal McLean (Principal)
Denise Hall (Treasurer)
Nicolette Woolford
Bex Bennett
Liam Kelly (Staff Representative)
Guest Amelia Day (Green Bay Primary B.O.T. Chairperson)
Minute Taker Denise Hall

2. **Apologies** Nil

3. **Chairperson's Introduction**

Welcome to Amelia Day from the Green Bay Primary B.O.T.. A busy agenda tonight.

4. **Minutes of previous meeting dated 10 May 2021**

Members have read the previous meeting minutes.

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

Moved: Bex Bennett

Seconded: Liam Kelly

Passed: Unanimous

5. **Minutes of Special Meeting dated 19 May 2021**

Members have read the previous meeting minutes.

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

Moved: Donal McLean

Seconded: Nicolette Woolford

Passed: Unanimous

Matters arising from previous minutes

Maths Buddy to remain as expense code. This will be off set against income received from the Donations Scheme.

Front page of Annual Report from R.S.M. to be corrected for the 2021 period – Donal to action.

Advertising of F.F.C.'s fundraising events and winners to be promoted more frequently.

The B.O.T. supports the M.A.C. initiative and look forward to future conversations with Phil Gordon.

6. B.O.T.

Financial Reports

Members have read the financial reports from L.E.S. and the Treasurer's summary reports.

April 2021 Summary – Projected Working Capital is \$206,954.

(F.F.C. reserves \$46,920 plus IT \$10,000 = \$56,920).

Operating Position is at 33%. Income 34%. Expenses 34 %.

The F.F.C. is currently at a year-to-date fundraising deficit of \$222.

Fruitvale School's Year to Date - Surplus is \$3,629 against 2021 Budget of \$5,702.

Motion: That the April 2021 Financials be accepted and approved.

Moved: Denise Hall

Seconded: Poata Eruera

Passed: Unanimous

May 2021 Summary – Projected Working Capital is \$257,798.

(F.F.C. reserves \$51,460 plus IT \$10,000 = \$61,460).

Operating Position is at 42%. Income 42%. Expenses 42%.

The F.F.C. is currently at a year-to-date fundraising surplus of \$4,318.

Pie Fundraiser raised net of \$637.

June Disco – approximately 197 students attended with \$1,458 sales (includes 228 snack packs)

Raised net of \$862.

Fruitvale School's Year to Date Surplus is \$5,068 against original budget of \$5,702.

However after budget review our total budget thus far for 2021 is a deficit budget of \$29,310.

Motion: That the May 2021 Financials be accepted and approved.

Moved: Denise Hal

Seconded: Nicolette Woolford

Passed: Unanimous

Matters arising:

None

Financial Audit Statements 2020

Pleasing to see a net surplus of \$41,725 against budget of \$3,587.

Reminder to R.S.M. and L.E.S. of our correct address, B.O.T. member's names and term expiry dates are correct for 2021 Audit.

We have \$65,333 to spend on Crown owned buildings under our 5YPP in 2021 and \$26,586 borrowings with the Energy Efficiency and Conservation Authority for upgrading to LED lighting.

Analysis of Variance – Discussion from Donal and Liam. Both Liam and Donal mindful of the Covid year. However feel that 2021 is showing signs of further

decrease in Reading, Writing and Maths especially with our male students. Strategies are in place to deal with more phonics based within the juniors and reading recovery teachers having the capacity to have up to 12 students at a time. I.E.P.'s is in place for those below and well below in all three areas. Our new makerspace and information areas will be a great resource to increase learner engagement.

E.R.O. meetings 11, 27 May and 3 June 2021 with Anne Malcolm. Donal gave an overview of the last three meetings held.

For our information, Board members received correspondence pertaining to those meetings.

School Self Audit and Assurance Statement - tabled for next meeting.

Paihere Trust Report - dated March-May 2021. This report advised that the Paihere Trust has been established with Principal McLean's involvement to mentor schools in the West on how to set up a Riroriro model for traumatised new entrants.

Free Lunches for Schools – B.O.T. advised by Principal McLean that to participate in the free lunch programme, the school must await an invitation from the MoE to join once the MoE has deemed a "need" for the programme. Fruitvale has approximately 9 to 12 students who require support in this area from time to time which we supply via the Fruitvale's Tuckshop. We will now await any invitation to consider participating in this scheme from Ministry.

School Enrolment Scheme update – The Ministry of Education wants all schools to be zoned by the end of the year. Currently Fruitvale is not zoned. The B.O.T. believes it is important that parents of current students who live in another school zone should be advised they will still be able to attend Fruitvale as well as their siblings if they so desire. Principal McLean will put information about this incentive on the school website to inform our community as soon as possible.

EV Station Update - The B.O.T. decided that the proposal to install an EV Charging Station connected to our Solar Panel array on the new building (Tane Mahuta) will be declined as there is insufficient need for such an installation.

7. Principal's report

Principal McLean presented his report.

Motion: That the Principal's report be accepted

Moved: Donal McLean

Seconded: Liam Kelly

Passed: Unanimous

Matters arising from Principal's Report

- Garden to Table – routine and class participation underway. Great to have Hannah on board. Kids are enjoying their creations.
- Visit by Minister Jan Tinetti – trauma practices within the Waitakere region.

- Disappointment in not being selected into the finals of the Prime Ministers Award. The Board Chair requested that participants in the P.M. Awards video be asked permission before the video is circulated to the wider community.
- Māori History Reference Books a great resource. Principal McLean to decide if the author can present the books to the staff and if the collection will become part of the curriculum.
- For the current year all staff including relievers will be charged to “TS” and any overuse which cannot be managed within the banking staffing entitlement will be managed by charging our cheapest salary, either regular staff or relievers, to “BG” for sufficient time to clear or reduce the overuse by pp 22 or pp 26 at the latest. Where there is no suitable salary we will use the current M.O.E. recovery rate for this purpose.”
- The Croydon Road driveway and Fruitvale Road pedestrian crossing to be done during the upcoming holiday period. The Croydon Road crossing – As this is being used more by students as an entry point now the building is complete, Donal will have discussions with staff as the Croydon Road crossing may need to be supervised mornings and afternoons.
- The Chair requested that the community be advised of that funding for shelter for the children at the drop off zone has been approved and we await the building materials to arrive.
- sKids are at capacity for 50 students. The B.O.T. felt that the information circulated to the community regarding the 1pm school finish on 29 June (for teachers to attend a union meeting) was confusing to parents who may have thought that sKids (at a cost of \$10) was the only option to parents who could not collect their children at 1pm. This was incorrect as the school was providing supervision from 1pm to 3pm for all children.
- Our teachers and staff are constantly monitored for their wellness by our wellness Officer Bridget Dadley.

8. Correspondence

Inwards

Auditors Letter to B.O.T. Chairperson dated 28 May 2021 – tabled for next meeting.

L.E.S. Letter to the Principal dated 11 June 2021 – tabled for next meeting.

Moved: Poata Eruera

Seconded: N/A

Passed: Unanimous

Outwards

None

Matters arising from Correspondence.

None

9. BOT – General Business

F.F.C. Minutes

Two new members have joined the F.F.C.. They have been a big help in assisting with tasks for events and to alleviate the stress and pressure placed upon Tina and Moana. Finances discussed under B.O.T. Finances (6).

Fundraising events need to be advertised in a timely manner. Also raffle results need to be publicised through school communication channels.

RBS Limited generously donated permanent stickers to be placed on the devices purchased by the F.F.C.

A thank you card for Phylippa and Nigel of RBS Limited will be organised by Liam Kelly through Shobek Singh.

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: 8.18 pm

10. In Committee Yes

Next Meeting: 9 August 2021

Actions from this meeting

- Donal to advise Community via school website of impending school zoning.
- Liam to organise Thank You card for RBS Ltd with Shobek Singh.
- Donal to advise community of student shelter at drop off zone and forthcoming Fruitvale Road Pedestrian crossing and Croydon Road driveway upgrade.
- Jacqui via Donal -Permission from PM Awards video participants to be confirmed.

These Minutes dated 28 June 2021 were ratified by the Board of Trustees on 9 August 2021.

Poata Eruera
BOT Chair

09.08.21