



**FRUITVALE SCHOOL BOARD OF TRUSTEES**

**MEETING FIVE via ZOOM**

**Monday 4 July 2022**

**(Meeting FOUR In Committee Meeting  
via Zoom on Wednesday 29 June 2022)**

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

1. **Meeting Opened** 6.10 pm  
**Karakia** Janelle Callaghan  
**Present** Poata Eruera (Board Chairperson)  
Denise Hall (Treasurer)  
Nicolette Woolford  
Bex Bennett  
Janelle Callaghan (Staff Representative)  
  
**Minute Taker** Denise Hall
2. **Apologies** Donal McLean (Principal)
3. **Chairperson Introduction** - We wish Mr McLean a speedy recovery.
4. **Minutes of previous meeting dated 30 May 2022**  
Members have read the previous meeting minutes.  
**Motion:** That the minutes of the previous meeting be accepted as true and correct.  
**Moved:** Janelle Callaghan  
**Seconded:** Nicolette Woolford  
**Passed:** Unanimous

5. **Matters arising from previous minutes**  
Still awaiting report from Mr McLean's sabbatical Term 1 2022

6. **B.O.T.**  
**Financials**  
**May 2022 Summary**  
Projected Working Capital for December 2022 is \$355,138  
F.F.C. reserves \$39,456, Special Projects \$10,000 School M.O.E still to spend \$17,200 = \$66,656  
Operating Position is at 42%. Income 43%. Expenses 41%.  
Banked Staffing minus \$25,211.

Fruitvale School's Year to Date is **surplus/deficit** is \$35,856 against original deficit budget of \$20,452.

- Motion:** That the May 2022 Financials be accepted and approved.  
**Moved:** Denise Hall  
**Seconded:** Bex Bennett  
**Passed:** Unanimous

**Matters Arising:**

Maths Buddy's budget to be increased as a wider year level is successfully utilising the application.

## **Canterbury Education Services Society Limited**

Leading Edge Services' business has been acquired by C.E.S.S. Limited (Kerrie Dean has retired)

The Board of Trustees passed a resolution at this meeting on 4 July 2022 to confirm that Canterbury Education Services Society Ltd has power of attorney to make payment of payroll, creditors, PAYE and GST by e-banking. Investments as per Agreement.

Providing Canterbury Education Services Society Ltd pays only on fully authorised documents and batch headers, the school accepts responsibility for the payments made by e-banking.

**Moved:** Nicolette Woolford

**Seconded:** Poata Eruera

**Passed:** Unanimous

### **7. Principal Report**

Board members discussed the Principal's report.

**Motion:** That the Principal's Report be accepted and approved.

**Moved:** Denise Hall

**Seconded:** Bex Bennett

**Passed:** Unanimous

#### **Matters Arising from previous Principal's Report**

Donal to review emails between Civic Torwin Construction and Fruitvale and seek advice from M.O.E.  
Donal to follow up on pool cover and gate.

#### **Matters Arising from current Principal's Report**

**Curriculum** – Results of student's testing this term – Donal to follow up

**Document and Self Review** – Audit Report – yet to receive from auditors

#### **General**

Teacher Appraisal – staff representative requests that the Principal review this, as not all appraisals have been carried out, (which includes the staff representative).

Covid – staff representative reported the concern that is building amongst teaching staff, especially for their mental health and stresses that threatens their wellbeing.

### **8. RTL B EOI – RTL B Leadership at Fruitvale!**

With Principal McLean in Covid isolation, the Board of Trustees request the following concerns be addressed before the EOI application be signed off:

- Where does the Principal see himself in three years from now? The board can only support the Principal if they are in the same waka pulling in the same direction.
- What is the advantage for Fruitvale School to administer RTL B Cluster 6 with 32 schools under its umbrella.
- Will the Principal be over extended given the many hats he currently wears and what impact will another hat have on his wellbeing?
- How much time away from his Fruitvale role will this require of the Principal?
- How will this impact on the two D.P.'s and the efficiency of school leadership?
- How will the extra administration of cluster 6 be managed?
- With the likely hood of a new BOT, how will this be managed?

An extension of time for submission has been granted.

These concerns to be tabled at a special BOT ZOOM meet on Monday 11 July 2022 with Principal McLean in attendance.

## 9. Elections Update

- In the hope of conducting the Triennial BOT elections with digital voting in September 2022, the MoE has yet to accredit any providers for this to happen. Returning Officer Jacqui Teale has recommended that the usual postal ballot system be used.
- Jacqui Teale will approach 14 whanau members to seek their interest in standing for election.
- The BOT will be seeking 5 parent representatives in the next election.
- Poata will stand again to ensure the smooth transition of the new board. Denise will stand again to support the current board chair and Mr McLean.
- Due to family commitments Bex Bennett and Nicolette Woolford are unable to stand again.

## 10. Correspondence

### Inwards

NIL

### Outwards

NIL

## 11. General Business

NIL

*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 (student's 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:** 6.50 pm

**12. In Committee** Yes / No In Committee Closed: 7pm

**Next Meeting:** Meeting 6 - Monday 11 July 2022 via Zoom  
Next full BOT Meeting 01 August 2022

### Actions from this meeting

Report from Mr McLean's Sabbatical Term 1 2022

Curriculum – Results of student's testing, term 2 – Donal to follow up

Document and Self Review – Audit Report – yet to receive from auditors

Teacher Appraisal – staff representative requests that the Principal review this, as not all appraisals have been carried out, (which includes the staff representative).

Covid – staff representative raised the risk of causing further concern that is building amongst teaching staff, especially their mental health and stresses that rides on their shoulders.

Donal to review emails between Civic Torwin Construction and Fruitvale and seek advice from M.O.E..

Donal to follow up on pool cover and gate.

Jacqui has approximately 14 whanau members to shoulder tap to see if they are interested in standing for election, W1 T3.

These Minutes dated 4 July 2022 were  
ratified by the Board of Trustees on  
01. 08 2022.

Poata Bruera  
BOT Chair

02-08-22