



## FRUITVALE SCHOOL BOARD

### MEETING ELEVEN

Wednesday 6 November 2024

Fruitvale Staff Room

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

- 1. Meeting Opened** 6.06 pm  
**Karakia** Poata Eruera  
**Present** Poata Eruera (Chairperson), Donal McLean (Principal),  
Denise Hall (Treasurer), Janelle Callaghan (Staff Representative),  
Tracy Ogden-Cork, Kreepa Rai Shrestha and William Brown

**Minute Taker** Denise Hall

- 2. Apologies** Nil

- 3. Chairperson Introduction**

Thank you all for agreeing to change this meeting from Monday to tonight. This has allowed William to attend in person. Thanks to Erin Watts for her in-depth Kōtuitui Research Report on the gifted children programme for Fruitvale. Teacher Only Days to end as announced in September by David Seymour. Later in the meeting we will hear how Fruitvale School could look like in 2025. Will the pool be open to Fruitvale whānau in January 2025? That is in General Business.

- 4. Minutes of the previous meeting dated 23 September 2024**

Members have read the previous meeting minutes.

**Motion:** That the minutes of the previous meeting dated 23 September 2024 be accepted as true and correct.

**Moved:** Janelle Callaghan

**Seconded:** William Brown

**Passed:** Unanimous

- 5. Matters arising from these minutes.**

Update the 'Actions from this and previous meeting/s'

- 6. B.O.T.**

Financial Summary – September 2024

Working Capital for December 2024 is \$386,087.

Includes a deduction for special reserves for F.F.C. of \$41,504

Operating Position is at 75%

Income 78%

Expenses 74%

Banked Staffing **surplus**/minus \$13,812 This time last year was minus \$20,040

Mr McLean updates the BOT regarding Banked Staffing regularly.

We currently have Term Deposits amounting to \$451,147

Fruitvale School's Year to Date is **surplus**/deficit is \$69,457 against a deficit budget of \$97,026.

**Motion:** That the September 2024 Financials be accepted and approved.

**Moved:** Denise Hall

**Seconded:** Donal McLean

**Passed:** Unanimous

#### Matters Arising from the September 2024 Summary

Any assets purchased for RTLB will remain on the asset register as Fruitvale, no separate list will be kept.

**Moved:** Denise Hall

**Seconded:** Donal McLean

**Passed:** Unanimous

#### Draft Budget 2025

As this draft was only received this evening, the BOT require time to review.

Tabled for our next meeting 25 November 2024.

Attendance Term 3 – for your information.

#### Kōtuitui Research Report

The BOT acknowledges the report from Erin Watts on gifted students.

#### Writer's Toolbox Report

The BOT acknowledges the report from Janelle Callaghan on Writers' Toolbox.

#### Container Quote for Outdoor Stage/Classroom

Email quote received dated 17 October 2024 from Container Shelters \$44,305.

Does not cover foundations nor delivery of containers.

The intention will be funded by our 5YA external classroom funding from MOE.

#### Questions raised

- Community engagement?
- Richard Smith suggests either screw piles or concrete footings. This would have to be signed off by their engineer.
- Repair or replacement of plywood throughout the stage structure.
- Additional decking?
- Concern not having a clear picture/drawing of the proposed design and all associated works and costs.
- Building Consent?

Further discussions between Principal/BOT/Community

### The 2025 School Year

The Board have read Mr McLean's request.

That according to NZSTA website, and as long as the Principal has the Board's approval, Mr McLean can legitimately close the school on Friday 8 February 2025.

**Noted:-** The Principal must notify (within a fair and reasonable time) to our community and services that this is what is happening.

**Motion:** That the Principal's request to close the school on Friday 8 February 2025 be accepted and approved.

**Moved:** Poata Eruera

**Seconded:** Denise Hall

**Passed:** Unanimous

### RTLB

Funding Schedule received effective date 28 January 2025.

Board Report from Kieran. FYI. Tabled National Satisfaction Survey 2024.

Principal Concurrence (in committee) letter dated 1 October 2024 from MOE.

## 7. Principal's Report

Mr McLean spoke in reference to his October 2024 Report.

### Curriculum

Goat Island – the students loved the experience.

Term One 2025 – being constructed.

Term Four 2024 – Under the Sea

Camp 2025 – meetings being organised with whānau.

Staff investigating V2/Spotlight functionality of e-Tap which will replace SeeSaw.

Wild Skills/Art/Gifted and Talented Programmes – planning instruction and purchasing resources.

Film crew capturing enthusiasm and expertise at using Writers' Toolbox.

Subscriptions for BSLA, Writers Toolbox for Y3-Y6 years at \$35 per student \$1,500.

### Document and Self Review

Sub-committee have met and reviewed Health and Safety policies.

Fruitvale School's Budget 2025 ready, awaiting RTLB and RTLits input.

Employed staff member 0.4 to supplement admin and allow flexibility for release time.

In the process of allocating students to classes for 2025.

### Staffing

Full staff for 2025. Two teachers wishing to further their studies, tracking their applications.

Our Reading Recovery staff are currently training in BSLA. Fruitvale staff have met RTLB staff.

Learning conversations have completed.

Chloe, our playground therapist leaving and moving to Melbourne. Maree (TA) leaving.

### Finance – (refer to No. 6)

### Property

5YPP inspections – Paul continues to tick small jobs off from his list.

Four Trusts approached for funding towards astroturf – all declined.

### Health and Safety

Concrete and asphalt completed.

No further limb breaks reported from using playground equipment. Pulse and staff to refine how teachers work with it in their classroom.

### General

Wellbeing – Karo supervision to pilot with some of the teachers for 6 months.

Specialised teachers' space for 2026.

### RTLB and RTLits - updates (as per Principal's Report

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

**Moved:** Donal McLean

**Seconded:** Denise Hall

**Passed:** Unanimous

### Matters Arising from current Principal's Report

As discussed throughout.

## **8. Correspondence**

### Inwards

Staff Xmas dinner request – Terri Carter

January 2025 pool request – Rachael Fullerton

Four Winds Trust – letter declining support

North and South Trust – funds exceeded this year's allocation within our local area.

Leave 2025 request – Jacqui Teale

### Inwards/Outwards

**Moved:** Denise Hall

**Seconded:** Tracy Ogden-Cork

**Passed:** Unanimous

## **9. General Business**

Pool -1<sup>st</sup> January to 31 January 2025 – discussions took place concerning costs of chemicals, water, administrative time and management of the pool maintenance including the BOT's obligation to the school community.

It is agreed that the Fruitvale School pool will be open to our school community who have students enrolled at Fruitvale for the 2025 period. Administrative and communications to our whānau will be actioned between Poata Eruera, Chairperson and Jacqui Teale, Office Manager.

**Moved:** William Brown

**Seconded:** Denise Hall

**Passed:** Unanimous

Staff Xmas Dinner – In appreciation for the incredible mahi all the staff of Fruitvale School do throughout the year in nurturing, caring for and the teaching of our tamariki, the Board unanimously agreed to your request of \$45 per person who attend your celebratory dinner at Rosie's Red Hot Cantina.

While most staff members may feel the BOT is somewhat distanced from the frontline, please be assured that through Principal McLean and Staff Representative, Janelle Callaghan, we are totally informed on the trials, tribulations and successes of our staff. Enjoy the end of the year celebration – you truly deserve it.

Note:- Non-employees are to pay for themselves.

**Moved:** Janelle Callaghan

**Seconded:** William Brown

**Passed:** Unanimous

Maria Edmonds - The BOT acknowledges and gives special thanks to Whaea Maria for stepping into a leadership role during the absence of all our senior management staff who attended the Trauma Aware Conference in Brisbane.

Staff Leave Request for T3, 2025

Staff letter dated 7 October 2024 requesting seven days' leave from Thursday 11th September 2025 (Term 3 Week 9) was unanimously approved by the BOT.

Minute Taker – Denise Hall as resigned as Minute Taker as at 20 December 2024. The Board acknowledges her dedication to this role and grants a koha of \$250 as Woolworth's Food Vouchers.

*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: 7.58pm**

**10. In Committee Yes /No In Meeting Opened: 7.59 pm In Committee Closed: 8.01 pm**

**Next Meeting: 25 November 2024**

**Actions from this and Previous Meeting/s**

**On Hold**

- a. Junior Sandpit in covered space – will try 10 YPP

**Ongoing**

- b. Mr McLean with PSN – continuing relationships
- c. Awaiting architect sketch plans for the earth build
- d. ERO – Amanda Douglas – not met in 2024

**In Progress**

- e. Obtaining pricing for replacing cushioning under playground areas and concreting around tree areas.

These Minutes dated Wednesday 6 November 2024 were ratified by the Board of Trustees on 25 November 2024.

*BOT CHAIR  
25.11.24*