



## **Minutes of Ladbrooks School Board of Trustees**

**Date: Wednesday 16th February 2022 at 5.30pm**

**Place: Ladbrooks School**

**Present:** Nick Draper, Alison Lepper, Bridie McKinnon, Shaun Pont, Mary Martin, Margaret Dodds (Acting Principal), Gemma Stapleton (Teacher Rep)

**In Attendance:** Nicola Hornsey (LSM)

**Apologies:** John Woodham, Donna Elliott (Secretary)

**1.3** Declaration of Interests were noted.

**1.4** Presiding Member Election – Nick Draper handed the meeting over to Nicola Hornsey.

Nominations were called for the position of Presiding Member. Only one nomination was received.

**Motion:** That Nick Draper be nominated to the position of Presiding Member.

**Moved:** Shaun Pont                      **Second:** Mary Martin    **Carried**

Nicola handed the meeting back to Nick.

### **3.1 Minutes of the previous meeting – 6th December 2021**

The Board reviewed the minutes of the 6th of December 2021 meeting and approved these as a true and correct record of that meeting.

**Moved:** Bridie McKinnon              **Second:** Alison Lepper              **Carried**

**Ratified Motions:** These were noted and carried.

### **3.2 Matters Arising – Action List**

- Action List was discussed and reviewed.

### **3.3 Correspondence**

**Inwards:**

- 2021 Remuneration Disclosures.
- S Ridgway

**Outwards:**

- Nil

Correspondence was accepted and noted

#### 4.0 LSM Board Report

LSM report was provided verbally.

- Recruiting of the new Principal has been the main focus since the last meeting.

The Board accepted the LSM report.

#### 5.1 Principals Report

- Discussion was held on the current student numbers and the numbers to be allocated under the Term 2 ballot. Margaret will update the Board at the next meeting.
- Discussion was held on Bank Staffing and the budget allocated to this.

**Motion:** That extra staffing be paid from the bulk grant with an end date that the Principal will communicate to the Board.

**Moved:** Margaret Dodds                      **Second:** Shaun Pont      **Carried**

- Parental Leave applications have been received by the Principal.
- Management units have been received and allocated.

6.15pm Keryn Wilson and Ali Duncan arrived

Keryn Wilson and Ali Duncan presented the Student Achievement End of Year Review.

6.48pm Ali Dun left

Keryn Wilson discussed and requested funding for the GATE program and the Board agreed.

**Motion:** That the software license for GATE be purchased at a cost of \$34 School fee and \$14 per student. This is to fund six students.

**Moved:** Shaun Pont                              **Second:** Nick Draper      **Carried**

7pm Keryn Wilson left

Principal's Report continued:

- The Ladbrooks School Covid plan was tabled and discussed was held. The message to parents should be if your child is sick keep them home.
- If a positive case arises in the next 72 hours the Board will move the school to online learning until consultation with Ministry of Education and Health determines the path forward. There will be no provision for children in the school grounds over that time period.

- Vistab – Discussion was held on purchasing the Vistab system. This is required to keep track of people coming onto the school grounds as part of Health and Safety.

**Motion:** That the VisTab system be approved for purchase as per the specifications provided to the Board.

**Moved:** Margaret Dodds                      **Second:** Nick Draper      **Carried**

## 5.2 Finance Report

- The finance report was tabled.

The Board reviewed and accepted the Finance report.

**Moved:** Alison Lepper                      **Second:** Mary Martin      **Carried**

- The final 2022 Budget still needs to be approved and will be moved to the March 2022 meeting.
- Discussion was held on the provision for cyclic maintenance, Alison and Shaun will provide the Board calculations on the amount to reduce this by.
- Donations will be moved to the March 2022 meeting.

## 5.3 Property

- Outdoor Learning Area – Discussion was held on the project costs and Shaun will review the scope of the project to see if there are any cost reductions that can be made.

## 5.4 Kahu Ako

- No report

## 6.0 Policy Review

- ERO is visiting on the 22<sup>nd</sup> March and the assurance checklist needs to be completed before then.

The Board approved the meeting moving out of Public Session and into the Public Excluded session and confirmed that the business discussed in the Public Excluded session remains confidential to the Board.

**Moved:** Nick Draper      **Second:** Alison Lepper

Open meeting finished 7.45pm

Next meeting – 23<sup>rd</sup> March 2022, Ladbrooks School

**Signature:** \_\_\_\_\_  
**Presiding Member – Ladbrooks School Board**

**Date:** \_\_\_\_\_