



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

**Date:** Wednesday 22<sup>nd</sup> June 2022 at 5.30pm

**Place:** Ladbrooks School

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

**In Attendance:** Nicola Hornsey (LSM), Donna Elliott (Secretary)

**Apologies:** John Woodham

**1.3** Declaration of Interests were noted.

**3.1** Minutes of the previous meeting – Not available

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

**3.2** Matters Arising – Action List

- Not available

**3.3** Correspondence

**Inwards:**

- Selwyn District Council
- MoE
  - Knight Stream

**Outwards:**

- Nil

Correspondence was accepted and noted

Bridie welcomed Sarah to the meeting.

Sarah presented to the Board an update on the Science program at Ladbrooks school.

Sarah left the meeting at 6.05pm

**4.0** LSM Board Report

Nicola updated the Board and informed them that the Ministry of Education (MoE) has reviewed her position and this will now possibly change to Employment. Nicola will let the Board know when final approval has been received.

The MoE has acknowledged all the hard work the Board has completed to achieve all the items on the outcomes report.

The Board would like to thank the MoE for all the support it and the School has received.

## 5.1 Principals Report

- Margaret reminded the Board that going forward the new NELP system should be driving the strategic plan.
- A focus group will be setup toto determine how NELP will work within the Ladbrooks school and community.
- Advertising for Out of Zone Enrolment needs to be in place. Margaret and Gemma will investigate this.

**Motion:** The Board agreed that advertising to market Ladbrooks School for the 2023 year be put in place.

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

- PALS is doing a great job in their fundraising efforts and the Board asked Margaret to thank PALS.
- Term Dates 2023 – Margaret requested that The Board approve the term dates for 2023.

**Motion:** That the Term dates for 2023 for Ladbrooks School be approved by the school Board.

**Moved:** Margaret Dodds                      **Second:** Bridie McKinnon      Carried

- Chilly Dip – Margaret requested that The Board approve the Chilly Dip event.

**Motion:** That the Board approve the Chilly Dip event.

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

- Margaret updated the Board on the trees that require maintenance, Margaret will contact an arborist for quotes and advice.

## 5.2 Finance Report

There was no Finance report available for the June 2022 meeting.

## 5.4 Property

- Health and Safety – Mary will talk to Tai Tapu school on the procedures they have in place Health and Safety and draft up a Risk Assessment document.

## 5.5 Kahu Ako

- John was not at the Board meeting.

## 6.0 Policy Review

- Behaviour Management – Ali will work on the process for implementing this policy and provide a report to the Board.
- Reporting and Recording Incidents – Bridie requested an update from the school on this policy.

## 8.0 School Board Elections

- Kathy Hely has everything in hand and with working with Dot on the process going forward.

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:** Mary Martin

Open meeting finished 7.08pm

Next meeting – 10<sup>th</sup> August 2022, Ladbrooks School

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

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