



Minutes of Ladbrooks School Board of Trustees

Date: Wednesday 23rd March 2022 at 5.30pm

Place: Ladbrooks School

Present: Nick Draper, Alison Lepper, Bridie McKinnon, Shaun Pont, Mary Martin (via Zoom), John Woodham, Margaret Dodds (Acting Principal)

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

Apologies: Gemma Stapleton (Teacher Rep)

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:** Bridie McKinnon

Moved back to public meeting 6.15pm

Sandy Dunn from Solution Services joined the meeting to present.

- The 2021 accounts are currently being checked then they will be ready to go to the auditors.
- Sandy talk to the Board about the 2022 budget and the process used in getting the accounts updated.
- Sandy recommended that the Board review the 2022 budget mid-year.

Motion: That the Board review the 2022 budget in July 2022

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

- Discussion was held on the funds available for the Outdoor Learning area. Shaun requested that a separate account be opened for property.

Motion: That a separate bank account be opened and used for property.

Moved: Nick Draper **Second:** John Woodham **Carried**

- The Outdoor Learning area will not be insured by the Ministry of Education's policy.
- Discussion was held on Teacher Aides and Margaret will review contracts and report back to the Board.
- Discussion was held on the Structured Literacy program and Margaret will provide an update to the Board.

1.3 Declaration of Interests were noted.

3.1 Minutes of the previous meeting – 16th February 2022

The Board reviewed the minutes of the 16th of February 2022 meeting and approved these as a true and correct record of that meeting.

Moved: Nick Draper

Second: Margaret Dodds

Carried

Ratified Motions: These were noted and carried.

3.2 Matters Arising – Action List

- Action List was not available at this meeting.

3.3 Correspondence

Inwards:

- Murray Aitken - MoE

Outwards:

- Sarah Ridgway

Correspondence was accepted and noted

4.0 LSM Board Report

5.1 Principals Report

- Discussion was held on the roll numbers, currently sitting at 145 after the last ballot. There will be another ballot held in May 2022.
- The Board indicated they would like to hold a get together with staff, Margaret will investigate.

5.2 Finance Report

- The finance report will be tabled at the next meeting for approval.

5.3 Property

- Health and Safety
 - The Deadly Knightshade has now been removed.
 - The playground fixes are underway.
 - All rubbish has been removed from school grounds.
 - Mary has created a monthly checklist and passed to Margaret.

5.4 Kahu Ako

- No report

6.0 Policy Review

- Changes to the Concerns and Complaints policy will be sent with this meetings Board report.

- The Board reviewed the Digital Use policy and agreed that it was very good.

Motion: The Board approved the Digital Use Policy.

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

- Behaviour Management - The Board agreed to move to the policy held by School Docs so all changes are picked.

Motion: The Board approved to move to School Docs Behaviour Management policy.

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

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:** Bridie McKinnon

Open meeting finished 9.21pm

Next meeting – 18th May 2022, Ladbrooks School

Signature: _____
Presiding Member – Ladbrooks School Board

Date: _____