



MINUTES OF COCKLE BAY SCHOOL BOARD OF TRUSTEES MEETING HELD ON

15 June 2023 at 5:00pm

Present - D Bigwood (Principal), J Dinneen, A van Schalkwyk, R Irving and K Rivett

Apologies - N McHardy and V Fenner **In attendance** - I Narot and G Gartland took the minutes

1. Time spent on Board Business since last meeting [Hours spent on Board work](#)

Agenda Item	Discussion
2. Welcome & Introductions	Visitor Nick - John Russell Schoolwear Uniform communication will be put in the next newsletter.
3. Declaration of any conflicts of interest for this meeting	
4. Confirmation of the minutes of the previous meeting	<i>R Irving Moved / Seconded A van Schalkwyk / Carried</i>
5. Matters arising from previous minutes not already covered	Vicky has met with Bo Burns re Grants.
6. Comms and Reminders	Please remember to update your hours spent on Board related matters in the google doc "Hours Spent on Board Work".
7. Principal's Report	<p>Kimberley presented Collecting and Sharing Data to Inform next actions. Mid Year data in Writing, Reading and Mathematics shared and discussed. We thank Kimberley for her work in putting this together. Congratulations to the teachers.</p> <p>Dorothy will work out what additional cover we will be needed to implement the changes to CRT re the new Teachers Contract and then email the Board.</p> <p>Motions</p> <ul style="list-style-type: none"> ● The Principal's report is accepted ● Assurances - Term 2 assurances are completed. Outstanding is Health Consultation. ● EOTC policies are reviewed and confirmed ● 2024 Term dates are confirmed ● Agreed that Information and Communication Technology depreciation rate be changed to 3 years. ● Teachers mileage in the new contract has increased to 0.83 cents per kilometre. The Board moved that all staff will be reimbursed at this rate e.g. Principal and support staff.

Agenda Item	Discussion
	<i>Moved K Rivett / Seconded J Dinneen / Carried</i>
8. Finance (J. Dinneen and R. Irving)	Motion Up to \$15,000 is approved for the photos displays and greetings artwork to be added to the Admin Block. <i>Moved K Rivett / Seconded A van Schalkwyk / Carried</i>
9. Policy and Review including SchoolDocs (V. Fenner)	EOTC policy has been reviewed by both the Policy committee and Teaching staff. Dorothy recommends that we employ Harrison Tew to implement our Emergency planning - Dorothy will get a quote and then email the Board. Board to review the notes from the Principal's report Notes from EOTC Policy review these will become our action plan. Overnight camps and Waterwise EOTC SAP's will be circulated to all Board members and then discussed at a Board meeting. <i>Moved J Dinneen / Seconded R Irving / Carried</i>
10. Health and Safety (N. McHardy)	No report
11. Property (A. van Schalkwyk)	<ul style="list-style-type: none"> ● Alistair is working on the Admin cupboard issues. ● Toilets should be starting soon ● Teachers toilet beside Room 28 is still with the council, Elmarie is getting quotes. ● Neighbours fencing issue discussed. Dorothy to go back to him to ask if he is retaining the soil, do they have a formal quote, and to ask for the old fence to be removed through his property. <i>Moved A van Schalkwyk / Seconded J Dinneen / Carried</i>
12. Any Other Business (A.O.B)	Board Code of Conduct documentation discussed. This will be added to the Governance Manual.
13. Correspondence In/Out	Inward as per Board papers and circulated by email - See Google Drive Outward - See Google drive
14. In-Committee	Went In-Committee at 7:15pm and out at 7:45pm
15. Next Meeting	
ACTIONS	<ul style="list-style-type: none"> ● Dorothy will email the Board with what additional cover we will be needed to implement the changes to CRT re the new Teachers Contract

Agenda Item	Discussion
	<ul style="list-style-type: none">• Dorothy will get a quote from Harrison Tew re Emergency planning• Board to review the notes from the Principal's report Notes from EOTC Policy review• Board Code of Conduct documentation to be added to the Governance Manual• Dorothy to reply to the neighbours email re the fence replacement

Meeting closed at 7:47pm


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Chairperson

20/07/23
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Date