



MINUTES OF COCKLE BAY SCHOOL BOARD MEETING HELD ON

14 September 2023 at 5:00pm

Present - P. Rossiter (Acting Principal), J. Dinneen, N. McHardy, A. van Schalkwyk, V. Fenner, R. Irving and K Rivett

Apologies - D. Bigwood (Principal) and I. Narot

In attendance - 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	Jared started the meeting with a Karakia to acknowledge Maori language week.
3. Declaration of any conflicts of interest for this meeting	P. Rossiter playground quote from Built Well
4. Confirmation of the minutes of the previous meeting	SAP will be presented as follows <ul style="list-style-type: none"> • Next meeting for waterwise and • November meeting for Year 4 camp <p><i>Moved V. Fenner/ Seconded K. Rivett / Carried</i></p>
5. Matters arising from previous minutes not already covered	<i>None</i>
6. Comms and Reminders	Remember to enter your time spent on Board business into the google doc.
7. Principal's Report	<p>Phebe presented the school Mid Year Maths data and the results of the Health and Wellbeing survey.</p> <p>Phebe went through the ToolKit for Planning and Reporting for School Boards, Principals and Staff and the google document they have started.</p> <p>Motion The Principal's report is accepted</p> <ul style="list-style-type: none"> • 2024 Out of Zone enrolment process accepted and approved <p><i>Moved K. Rivett / Seconded R. Irving /Carried</i></p>
8. Finance (J. Dinneen and R. Irving)	<p>Rachel discussed some points of the August Financial Report prepared by CES.</p> <p><i>Moved K. Rivett / Seconded A. van Schalkwyk / Carried</i></p>

Agenda Item	Discussion
9. Policy and Review including SchoolDocs (V. Fenner)	The following policies were reviewed, Maori Education Success and Learning Support <i>Moved A. van Schalkwyk / Seconded N. McHardy / Carried</i>
10. Health and Safety (N. McHardy)	The pool review will be done next week.
11. Property (A. van Schalkwyk)	<p>Year 3 Playground Final quote from Playground Creations received and discussed - remove the existing playground in November and install the new one in December/January.</p> <p>Nature trail Proposals and options discussed, we will go with Playground Creations.</p> <p>Toilet Upgrade - Rooms 7 & 8 have started</p> <p>Shade Systems Quote of \$9,767.76 discussed. We will look at getting a second quote.</p> <p>The neighbours boundary fence, down the bank - discussed</p> <p>Room 25 - remedial work will be done in the holidays</p> <p>Motion</p> <ul style="list-style-type: none"> • The quote for the Year 3 playground from Playground Creations of 238,480.20 plus \$5,000 for the site access (plus GST) is accepted • A budget of \$100,000 is approved for the nature trail • Quote from Howick Painting of \$1,790 plus GST, for the painting of the side wall of Room 6, is accepted • Turfspec - quote to core and harvest the field, dress the field, supply the fertiliser of \$6,465.30 (including GST) is accepted <p><i>Moved R. Irving / Seconded N. McHardy / Carried</i></p>
12. Any Other Business (A.O.B)	<i>None</i>
13. Correspondence In/Out	<p>Inward as per Board papers and circulated by email - See Google Drive</p> <p>Outward - See Google drive</p>
14. Public Excluded Business (PEB)	<p>Motion I move that we go into PEB at 7:08pm to discuss personnel, student and parent issues to protect the privacy of natural persons.</p> <p>I also move that P. Rossiter be permitted to remain at this meeting, after the public has been excluded as she has knowledge, which will be of assistance in relation to the matter to be discussed.</p>

Agenda Item	Discussion
	<p>Moved J. Dinnen Out at 7:39pm</p>
<p>15. Next Meeting</p>	<p>Wednesday 18 October at 5:00pm Please note change of day</p>
<p>ACTIONS</p>	<ul style="list-style-type: none"> ● Phebe to contact other schools through the Kahui Ako to see if they would share their mid year data results ● Phebe to look into Travelwise ● Add regular reminders to the newsletter re Road Safety both walking to school and driving/parking around the school ● Rachel to contact Steve from CES to see what their recommendation is for a rainy day per student plus the prudent working capital and cash flow ● Look at the possibility of inviting George from MAC to a Board planning meetings in 2024 - Jared will discuss this with Dorothy when she is back ● Nicole to write a piece for the newsletter re road safety ● Get a second quote for cleaning the shade sails

Meeting closed at 7:40pm


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Chairperson

18/10/2023
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Date