



MINUTES OF COCKLE BAY SCHOOL BOARD MEETING HELD ON

20 June 2024 at 5:00pm

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

Apologies - None

In attendance - G. Gartland took the minutes
P. Rossiter arrived at 5:22pm

Visitors - Mellini Pillay

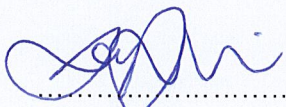
Time spent on Board business since last meeting [Hours spent on Board work](#)

Agenda Item	Discussion
Welcome & Introductions	Welcomed Mellini Pillay who did a presentation on the Kāhu Ako Āheitanga and shared the goals of the Across School Leaders.
Declaration of any conflicts of interest for this meeting	None
Related Party Transactions	<p>Non - Arms Length Transaction (items provided at a rate lower than the market value) None</p> <p>Arm's Length transaction (purchased at market value price no disclosure required) None</p>
Confirmation of the minutes of the previous meeting - 16 May 2024	<i>Moved V. Fenner / Seconded A. van Schalkwyk / Carried</i>
Matters arising from previous minutes not already covered	None
Comms and Reminders	Remember to enter your time spent on Board business into the google doc.
Principal's Report	<ul style="list-style-type: none"> ● Oral ESOL visit was successful. ● Thank you to Kimberley and Phebe for their work and presentation at the recent Teacher Only Day. ● Outstanding EOTC/Activity contributions discussed. At the September meeting we will look at discussing this again to see if we need to make any changes for 2025. <p>The Principal's report is accepted</p>

Agenda Item	Discussion
	<p>Motion</p> <p>The following are approved: Agreed to refund international fees of NZ \$3,314.38 (incl GST) to the parents of Feier GAO who is now unable to come to New Zealand. Total made up of tuition fees \$3,000.00, MOE levies \$64.38 plus 50% of administration fee \$250.</p> <p><i>Moved K. Rivett / Seconded R. Irving /Carried</i></p>
<p>Finance (J. Dinneen and R. Irving)</p>	<p>Rachel went through the CES Finance Report for May.</p> <p>The Board approved the sign off of the 2024 Balance Sheet and Cash Flow Budget.</p> <p>Power quotes obtained and in the end there was little value in changing.</p> <p>Motion Approved that we will re-sign with Powershop for another 2 years.</p> <p><i>Moved K. Rivett / Seconded A. van Schalkwyk / Carried</i></p>
<p>Policy and Review including SchoolDocs (V. Fenner)</p>	<p>All done for this term</p> <p>Culturally responsive practices (MAC, Hautu Tool). Two sessions were held to provide understanding for the Board and now it is up to the Board to decide where to from here. Discussion held.</p> <p><i>Moved V. Fenner / Seconded N. McHardy / Carried</i></p>
<p>Health and Safety (N. McHardy)</p>	<p>None</p>
<p>Property (A. van Schalkwyk)</p>	<p>Discussed the asphalt/concrete quotes received for the carpark out the front of the school by the office area. The Board decided to go with concrete rather than asphalt. We will get another concrete quote and then the Board will be emailed for approval.</p> <p>Flooding issues to a neighbours property caused by runoff from the school discussed. Dorothy will give feedback to them.</p> <p>Room 10 toilets look like they are nearly operational.</p> <p>Reviewed the Board Property Projects Register and the Long Term Property Plan (3 - 5 years).</p> <p><i>Moved A. van Schalkwyk / Seconded N. McHardy / Carried</i></p>
<p>Any Other Business (A.O.B)</p>	<p>The PTN have been approached by Times Online for us to promote their online subscriptions and we will receive \$1 per sign up. Approved by the Board.</p>

Agenda Item	Discussion
Correspondence In/Out	<p>Inward as per Board papers and circulated by email - See Google Drive</p> <p>Outward - See Google drive</p>
Public Excluded Business (PEB)	<p>Motion Jared Dinneen moves that we go into PEB at 7:01 pm to discuss issues to protect the privacy of natural persons.</p> <p>He also moved that P. Rossiter be permitted to remain at this meeting due to her knowledge on these matters, after the public has been excluded.</p> <p>Out of meeting at 7:26pm</p>
Next Meeting	6 August 2024, 5:00pm
ACTIONS	<ul style="list-style-type: none"> ● At the September meeting we will look at discussing the contributions received for EOTC/Activity fees to see if we need to make any changes for 2025. ● Alistair to arrange another concrete quote for the carpark. ● Nicole to go back to Concrete Floors to check the details of their quote.

Meeting closed at 7:26pm



Presiding Member

15/08/24

Date