



MINUTES OF COCKLE BAY SCHOOL BOARD MEETING HELD ON

27 February 2025 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 - P. Rossiter and G. Gartland took the minutes

Visitors - None

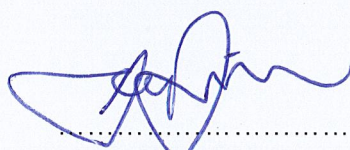
Time spent on Board business since last meeting [Hours spent on Board work](#)

Agenda Item	Discussion
Welcome & Introductions	Welcome to the first meeting of the year. It has been a great start to the year. Election of the Presiding Member for 2025 - Jared Dinneen was happy to stand until the elections in September and he was duly elected. We will look at promoting the Board positions in the newsletters to let the community know what is involved with being on the Board. We will do these once a month in the following newsletters - March, April, May, June and July.
Declaration of any conflicts of interest for this meeting	None
Related Party Transactions	Non - Arms Length Transaction - None (items provided at a rate lower than the market value) Arm's Length transaction - None (purchased at market value price no disclosure required)
Confirmation of the minutes of the previous meeting	<i>Moved R Irving / 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"> The 2025 Implementation Plan discussed. How can we make better use of the hall, make it tidier, storage - create a proposal and bring it to the Board. Discussion around the possibility of an EOTC review from an outside provider (EONZ) from a Health and Safety perspective - obtain a quote and find out what it involves.

Agenda Item	Discussion
	<ul style="list-style-type: none"> Look into other options for the pool gate so teachers can see if there is a child standing outside the gate Year 6 camp documentation will be sent out electronically closer to the time of camp. Planning an EOTC event documentation shown and discussed. Year 5 Carey Park Camp - Phebe went through the Risk Assessment and Supervision documentation and discussed the activities that will take place and risk management in place for the water activities and toasting marshmallows over the fire pit. <p>The following are approved:</p> <ul style="list-style-type: none"> 2025 Board meeting dates confirmed. The quote from Schooled for managing the Board elections in September is accepted. Parents \$6,552.73 excluding GST plus \$320 excluding GST for the staff election. A Community survey would strengthen information to guide a new Strategic Plan in 2026 - we will add the cost of this consultation into the 2025 budget (about \$15,000) and get an outside provider to run this again. Assurances Policies <p>The Principal's report is accepted</p> <p><i>Moved N McHardy / Seconded J Dinneen / Carried</i></p>
Finance (J. Dinneen and R. Irving)	<p>The following are approved:</p> <ul style="list-style-type: none"> Stephen Davy is retiring from Schooled and we have been introduced to his replacement, Abhinav Singh. The following changes are approved: <ul style="list-style-type: none"> Changes to the access for BNZ. Add Sharon Robinson and Abhinav Singh so that Schooled can continue to authorise creditor payments. The automatic payment for Schooled fees is going to their old bank account so this will be corrected. <p><i>Moved K Rivett / Seconded A van Schalkwyk / Carried</i></p>
Policy and Review including SchoolDocs (V. Fenner)	<p>The following policy was reviewed -</p> <ul style="list-style-type: none"> Health, Safety and Welfare <p><i>Moved J Dinneen / Seconded N McHardy / Carried</i></p>
Health and Safety (N. McHardy)	<p>None</p> <p>Thanks to Nicole for reading through the camp SAPs.</p>
Property (A. van Schalkwyk)	<p>The two quotes for cyclical painting discussed and the quote from Howick Painting Services \$47,028.18 including GST accepted.</p> <p><i>Moved A van Schalkwyk / Seconded N McHardy / Carried</i></p>

Agenda Item	Discussion
Any Other Business (A.O.B)	Request from the PTN, would the school look at purchasing a sound system that they could use for the carnival. We haven't had a chance to research this fully. Jared will liaise with the PTN re funding of rented equipment from Edwards Sounds.
Correspondence In/Out	Inward as per Board papers and circulated by email - See Google Drive Outward - See Google drive
Public Excluded Business (PEB)	Jared Dinneen moves that we go into PEB at 6:47pm to discuss issues to protect the privacy of natural persons and governance. 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. Out of meeting at 7:56pm
Next Meeting	10 April 2025 at 5:00pm
ACTIONS	<ul style="list-style-type: none"> • Dorothy - How can we improve the hall, create a proposal to bring to the Board • Dorothy to get a quote from EONZ for the EOTC review and what is involved.

Meeting closed at 7:56pm


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Presiding Member

10/04/25
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Date