



Broomfield School

Te Kura Onepunga

Email office@broomfield.school.nz Phone 03 314 9444 Address 115 Mt Brown Road, Broomfield

MINUTES OF A MEETING OF THE BROOMFIELD SCHOOL BOARD OF TRUSTEES

Held Wednesday 22nd May 2024 at 6:00pm in Nikau.

ADMINISTRATION MATTERS:

PRESENT: Kimberley McKenzie, Felicity Lang, Andrew Kemp, Anneka Cumming, Kevin Spicer, Wayne Youle, Owen Miller and Megan Garside

APOLOGIES: Nil

DECLARATION OF INTEREST: Nil

CORRESPONDENCE:

In: Nil

PREVIOUS MINUTES

The minutes of the meeting held 20th March were accepted as a true and correct record.

Health and Safety including Hazard

Holes in wall of girls toilet to be filled by Kelly. Wayne to complete Hazard check this weekend.

FOCUS REPORT

Compliance report: As tabled and attached.

VARIANCE REPORT

Principal Report

As tabled and attached

Moved: Andrew Kemp

Seconded: Kevin Spicer

Bank staffing

MOE will no longer make any payment for being in the black.

Personnel

Our current LSC is leaving at the end of this term and there have been no applicants for replacement. We will ask Amberley for the equivalent funding from to be allocated to current staff.

Te Kura Onepunga, he punga tamariki, mai i te papa ki te rangi!

Onepunga school, anchoring children, from the ground reaching up to the sky!

Finance Report

Megan, Anneka and Andrew to have a bit of a recap meeting re budget. Set up a system where budget holders take on more responsibility for their areas so that they know what they have left to spend.

Property, Health and Safety

Felicity to follow up with Hanmer re the lockers and when they can be delivered. If not in the very near future then Owen can drive Felicitys truck up to Hanmer and collect.

DISCUSSION:

ERO Update

We need a Cellphone policy. We will include the School Docs policy in the next newsletter.

Kimberley presented the hour a day policy which will go out to parents with the next newsletter also.

Back Field Update

Andrew has spoken to Marcus at MOE and he has advised that the neighbours have put the deal to purchase the land on the back burner for a year as it has been a frustrating negotiation process for them.

The MOE has signed a lease up to the end of 2028 anyway, and at the end of the 1 year period from now they will renegotiate.

BOT Training

The COL will come up with some BOT training. There is online training available on NZSTA in the meantime.

School Docs

As per schedule in the Principal Report

Schoolhouse Security Cameras

The police are offering a security review for all rural property, and we will look at getting this done for the schoolhouse and potentially the school . Andrew to register interest online.

Schoolhouse property check done in school holidays. Forms to be returned to school office. Chimney swept.

Playground

Kevin presented the options for the new playground. The Council have said there is no need for consent for a new playground but it does have to meet code at the end of the process. The best option was to add a new playground alongside the current one.

The total cost of the playground will be \$176000 (+GST). Andrew to get an estimate of the amount available via the 5YA. We have \$43000 in funds available at this point with a potential \$15000 further closer to the end of the year. The BEES fundraising for 2024 will also

Te Kura Onepunga, he punga tamariki, mai i te papa ki te rangi!

Onepunga school, anchoring children, from the ground reaching up to the sky!

be used for the playground. The decision was made to apply for \$60000 from the Rata Foundation.

Resolution: It was resolved that an application be made to The Rata Foundation for the amount of \$60000.00 to be used to contribute to the purchase of a new playground.

I certify that this is a true and correct copy of the resolution of the Broomfield School Board of Trustees meeting held on 22nd May 2024.

SPECIAL ISSUES

Meeting closed to the public at 7:15pm.

Motion: *I move that the public be excluded for agenda item 4.2 pursuant to section 48 of the Local Government Official Information and Meetings Act. The reason being to discuss a matter of personnel and the ground is to protect the privacy of individuals and other confidential information.*

Moved: Andrew Kemp

Seconded: Owen Miller

Motion: *I move that the meeting move out of committee.*

Moved: Andrew Kemp

Seconded: Kimberley McKenzie

MEETING CLOSED. 7:55pm.

Next meeting 2024.

Felicity Lang (Interim Presiding Member)

Megan Garside (Secretary)



Date 29/5/24

Date 27/5/24

Te Kura Onepunga, he punga tamariki, mai i te papa ki te rangi!

Onepunga school, anchoring children, from the ground reaching up to the sky!