



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 19th June 2024 at 6:00pm in the Staffroom.

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: Complaint from Parent

PREVIOUS MINUTES

The minutes of the meeting held 22nd May were accepted as a true and correct record.

Health and Safety including Hazard

Andrew thinks there are people coming onto the playground and playing around with the swings etc as they keep coming loose.

Playground – we will need to apply for more grants to be able to complete the playground update. The plans will be displayed at the community Hangi and we have some people interested in sponsoring parts of the playground build.

Matai girls toilet needs the flow increased as it is getting blocked.

FOCUS REPORT

Compliance report: As tabled and attached.

Curriculum refresh. Kim and Andrew to meet with the Ministry advisor to discuss delivery of updated curriculum.

VARIANCE REPORT

Principal Report

As tabled and attached

Moved: Andrew Kemp

Seconded: Owen Miller

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

Andrew has spoken to Yvone re the contingency still outstanding from the MOE. The funding due for the bus shed was used to complete the new build on the advice of the MOE and they are now saying we need to have that money put aside for a new bus shed. Andrew and another board member to meet with Marcus the MOE property advisor and confirm the financial details of the build.

Property Health and Safety

Bus hubometer and odometer not matching. Waka Kotahi have sent us another bill for \$1200. Andrew has asked for a review based on the fact that we have always kept the payment of the RUC up to date so don't see how we can be so much in arrears.

Lockers

The lockers have been received from Hanmer Pools. Kimberley to arrange for her class to write letters of thanks to go to Hanmer Pools.

DISCUSSION:

ERO Update

Publish both Cell phone and 1 Hour a Day policies in next newsletter.

School Docs

As per schedule in the Principal Report

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. 8:00pm.

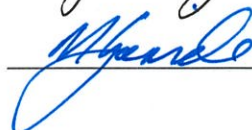
Next meeting: 7 August 2024.

Felicity Lang (Presiding Member)



Date 24/6/24

Megan Garside (Secretary)



Date 25/6/24

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