



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 20th March 2024 at 6:30pm in the Principal's Office.

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 13 February to be circulated to the Board together with the minutes of this meeting.

HEALTH AND SAFETY INCLUDING HAZARD REGISTER

Wayne completed the Hazard Register check. Holes in wall of girls toilet in Ti Kouka. Kevin to come and patch. Exterior plastering of Ti Kouka to be repaired too.

FOCUS REPORT

Compliance report: As tabled and attached.

Bank staffing report showing that we are now \$4500 in credit.

VARIANCE REPORT

PRINCIPAL REPORT

As tabled and attached

Moved: Andrew Kemp

Seconded: Kevin Spicer

FINANCE REPORT

Furniture and Equipment grant received from the MOE for \$23000 approx.

Andrew has claimed for the days Pauline was away on sick leave over 8 days, meaning that we can get back 6 days worth of salary. Transfer of funds required to cover shortfall in Term accounts prior to receiving 1 April Ops Grant.

PROPERTY, HEALTH AND SAFETY

The lockers from Hanmer Springs pools are going to be gifted to the school. Felicity to arrange to have lockers delivered.

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!

BACK FIELD PURCHASE

Andrew has spoken to the neighbours and they are still negotiating price on the purchase. The garden shed is up and looking great. It is being well used already.

DISCUSSION

CODE OF CONDUCT FORMS

Code of Conduct forms given to Board except from Wayne and Anneka (who completed forms in Nov 2023) to complete for 2024.

ANNUAL PLAN

Annual plan presented to Board, as attached.

HOOR A DAY MATHS AND ENGLISH UPDATE

The new government has bought in hour a day timetables for Maths and English.

GIVING EFFECT TO TE TIRITI O WAITANGI UPDATE

All teachers attending Te Ahu o Te Reo and programmes being implement in classrooms using resources accessed from Wai Ako website.

ERO REPORT 2023

The ERO report has been uploaded to their website.

KAHUI COL BOT MEETING

Andrew, Kim and Wayne attended the Kahui COL meeting and reported back to the Board. 'No cellphone' policy needs to be implemented, Andrew to update. Maths and English curriculum is being refreshed. Return to standardised testing.

SPECIAL ISSUES

Meeting closed to the public at 7:00pm.

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: Felicity Lang

Meeting moved out of committee at 7:50 pm.

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

Moved: Andrew Kemp

Seconded: Kimberley McKenzie

MEETING CLOSED. 7:50pm.

Next meeting 15 May 2024.

Felicity Lang (Presiding Member)



Date 27-03-24

Megan Garside (Secretary)

Date 27/3/24