



Broomfield School

Te Kura Onepunga

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MINUTES OF A MEETING OF THE BROOMFIELD SCHOOL BOARD OF TRUSTEES

Held Wednesday 7 May 2025 at 6:00pm in Matai Class.

ADMINISTRATION MATTERS:

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

APOLOGIES:

DECLARATION OF INTEREST: Nil

CORRESPONDENCE: Nil

PREVIOUS MINUTES

The minutes of the meeting held 19th March 2025 were accepted as a true and correct record.

HEALTH AND SAFETY INCLUDING HAZARD REGISTER REPORT

Wayne reported on the Hazards Register. Gutters cleared in front of Rimu and the downpipe needs to be repaired.

Chimney sweep coming to clean the schoolhouse chimney Tuesday 13th May. Wayne doing the house inspection on Monday 12th May. He will have a conversation with them regarding a request from the tenants to put curtains in the kitchen window and on the front door and purchasing some paint for touch ups.

Building Warrant of Fitness has been completed and is displayed in the school office as legally required.

Bus shed door needs to be replaced as it is just MDF and it swelled up in the recent wet weather and couldn't be opened.

COMPLIANCE REPORT: As tabled and attached.

VARIANCE REPORT

Principal Report (Including Finance Report)

As tabled and attached

Moved: Andrew Kemp

Seconded: Owen Miller

The Board to create and issue a Staff satisfaction survey in Term 3.

DISCUSSION:

Analysis of Variance

Andrew presented the AoV. There was a good shift for the majority of the focus group of students. Those needing further support have been identified.

Playground Funding: Update/BEES sharing

Nothing to report at this time.

2025 Home Learning Survey

Andrew shared the responses to the Home Learning Survey. The overall response indicated that the majority of parents wanted some form of home learning. Survey summary attached.

Grants Committee Update

Kimberley presented an overview of the Grants Committee applications

- Application to Mainpower for a Gaga Dodgeball pit.
- Applied to Christchurch Casino for \$500 for novel sets for the classrooms.
- Harcourts for an update of Structured Literacy Books.

Archgola have quoted \$57000 for a shelter to run the length of the outside of the Admin building. Kimberley asked for the view of the board as to whether the Grants committee can apply for sizable grants towards other projects such as the Archgola when the Playground Project has come to a standstill. The Board agreed to go ahead with other grant applications.

Maori Whanau Consultation

Andrew and Wayne to organise a consultation with our Maori community on how we are meeting their needs and what more they would like to see. To organise for Term 3.

Hangi

Wayne has asked for some floodlights for the Hangi and suggested that the BOT serve food on the night. It was decided that the hangi would be lifted earlier this year to ensure the night didn't finish too late. We will pare back the amount of vegetables this year so there is not so much waste.

SPECIAL ISSUES

Meeting closed to the public at 7:10pm.

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: Kimberley McKenzie

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

Moved: Andrew Kemp

Seconded: Owen Miller

MEETING CLOSED 7:40 pm.

Next meeting: 18 June 2025.

Felicity Lang _____
(Presiding Member)

Date _____

Megan Garside
(Secretary)

Date _____

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!