

NORTH LOBURN SCHOOL BOARD OF TRUSTEES

**MINUTES OF BOT MEETING**  
**Wednesday 5th August 2020**  
**6.30pm**

**1. Administration**

**Present:** Darryn Ward, Anne Hughes, Andrew Wells, Tina Mackintosh, Duncan Mackintosh, Rachel Woodcock (late)

**In Attendance:** Jenny McClintock

**Apologies:** Paul Simpson

**Declaration of Interests:** Andrew Wells as the contractor carrying out the school solar contract

**Confirmation of last month's Minutes**

**Moved that these minutes are a true and accurate record of the meeting.**

*Moved: Darryn*

*Seconded: Anne*

*Carried.*

*Signed:.....*

## 2. Main Focus of Meeting

- **SiP Property Project** - School Support has been contacted with an update of where we are at. We have had an initial quote from Loburn Sawmill. Darryn will email Paul regarding the contracts. Future proofing of North Loburn is paramount and teachers will continue to be involved in the decisions. We will look into a garage for a future 12 seater minivan and see if this building will affect our footprint.

## 3. Monitoring

### Correspondence In

MOE - Education Gazette

NZ Teacher Mag

NZ Principal

MOE - Digital Technologies & Hangarau Matihiko

NZEI - Teacher Aide Pay Equity Settlement

NZEI - Paid Union Meetings for Teacher Aides

### Correspondence Out

### Administration

- ◆ Opening roll – 122

### Finance and Monthly Audit

- Moved that we apply to One Foundation for \$3,957.83 (GST excl) for accommodation and transportation for our senior school (Totara) camp to Dunedin on behalf of North Loburn School. **Darryn / Tina - Carried**

**Bank Summary**  
North Loburn School  
From 15 June 2020 to 31 July 2020

Bank Accounts	Opening Balance	Cash Received	Cash Spent	Closing Balance
North Loburn 5YA Account	17.32	0.00	0.00	17.32
Westpac Grants Account 01	20,747.66	0.89	2,817.50	17,931.05
Westpac Investments	25,000.00	0.00	0.00	25,000.00
Westpac Online Saver	5,987.93	945.26	0.00	6,933.19
Westpac Trust Account	39,338.40	92,576.64	54,489.48	77,425.56
<b>Total</b>	<b>91,091.31</b>	<b>93,522.79</b>	<b>57,306.98</b>	<b>127,307.12</b>

- Our monthly expenses for July were \$13,933.95 (excluding wages but includes Bus Op)
- Our monthly banking for July was \$ 70,717.95 (Includes OPs grant)

Balance sheet as at 31st July

**Bank**

9233 Westpac Trust Account	77,425.56
9234 Westpac 01 Account	17,931.05
9235 Westpac Investments	25,000.00
9236 Westpac Online Saver	6,933.19
North Loburn 5YA Account	17.32
<b>Total Bank</b>	<b>127,307.12</b>

## 4. Discussions

### Principal Report

Darryn presented his Principal's report (tabled).

Key Points:

- Darryn showed the Board a video of feedback from 10 students about Education Outside The Classroom (EOTC). What they would like more of and what we are doing at the moment.
- GTT - first week of GTT under the leadership of Louisa Robinson.
- Out of Zone Enrolments -

**Moved that the North Loburn School BOT offer up to 6 places for Out of Zone enrolments from NE to Yr3. Darryn / Andrew - carried**

- The MOE will start school visits with schools due to have new 10yPP and 5YA

**Moved that the Principal's report be accepted.**

*Moved: Darryn*

*Seconded: Anne*

*Carried*

## **Curriculum - Staff Report**

Anne Hughes presented her reports (tabled).

Key Points:

- Anne shared the feedback from the 2019 Year 8 students - this gives us a better understanding of how students feel when they transition from NLS to High School. The students mentioned that they would like to see a greater focus on Science of which we call Topic, debating, use of Google classrooms, drug use information and some more maths.

**Moved that Anne's Report be accepted.**

Moved: Anne

*Seconded: Rachel*

Carried

## **Home & School**

Rachel reported on the following key points:

- Meeting to be held on Friday, no meeting since March.
- Possible sporadic Winter lunches
- Brainstorming for late 2020 fundraiser

**Moved that Rachel's Report be accepted.**

Moved: Rachel

*Seconded: Duncan*

Carried

## **Property Projects**

- Solar Grant - Andrew spoke to us about the solar project. Paperwork has been completed, submitted and accepted by the MOE property division. The learning around solar will be a great step ahead for us as an Enviro school. Andrew showed us solar.web with the ability to monitor our system and the teaching that can be had around the daily graphing.

- School Pool - Quote from MightyStagz Pools to repair and upgrade filtration systems and pumps. The board agreed that long term a fully automated system would be beneficial.
- Holiday work - 6 monthly alarm checks, electrical plugs tested and tagged (Zac Norriss), gutters were cleared, cleaned and painted (Programme Services)

## **Personnel**

- A new in zone student will start soon, who comes with needs and Learning Coach support will be provided

## **Health and Safety**

1. H&S - water damage was noted in the library - Ken to look into
2. Bus report - bus monitors will report to Darryn weekly  
-bus is currently being used for our school swimming

## **Planning and Self Review**

- Learning Support – Board, Staff and parents
- Appointment Procedure – Board
- Child Protection Board and Staff

## **5. Items for the next meeting**

- Follow up on the ICT review - due to Paul being away we will discuss the ICT review at our next meeting. Chrome books have now been purchased.
- Long term what is our ICT policy moving forward?

Next meeting September 9th at 6.30pm

Closed 9pm