



## Minutes of the George Street Normal School Board Meeting Held on Tuesday 8 December 2020 at 6.00pm

**Present** Michele Dakers, Greer Harper, Maree McDonald, Che O'Neill,  
Ken Orchiston, Robyn Wood, Raymond Xia

**In Attendance** Trish Duke

**Apologies** Michelle Te Hiko-Calvert

The meeting began informally with shared food. The formal part of the meeting began at 6.45pm.

**Declaration of Interests:** Che declared an interest in relation to Logic Group being appointed as 10YPP consultants. There were no other interests to be declared.

### 1. Principal's Report (as read) - Robyn Wood

#### Points Noted:

- ChatBus is not available at the beginning of next year due to demand for the service. GSNS has been placed on their waiting list.
- Road safety was discussed. Cars are still going through red lights at the George Street crossing. Inappropriate parking behaviour of some parents may be a contributing factor.
- Robyn met with Nikki Hosking from the Ministry of Education recently. Among items discussed was the possibility of a review of the GSNS decile rating. GSNS is currently decile 9. Schools rated at decile 7 and below qualify for the Government donation of \$150 per child. Nikki advised that, if an application was made to review the GSNS decile rating, it could possibly be dropped to decile 8. The Board discussed this, including potential consequences of GSNS having a lower decile rating. Robyn is to proceed with an application to have the GSNS decile rating reviewed.
- A discussion regarding GSNS Support Staff salary loadings was moved to In Committee.
- Proposed changes to the strategic plan were discussed.
- Robyn has begun working on the 2021 workplan. An NZSTA template will be used. Greer and Robyn will work on this together and will liaise with Ken with regard to policy reviews which will need to be included in the new workplan.
- A new Xero system is being implemented for the school's accounts.
- School reports will be going out on Friday 11 December.
- Robyn was thanked for her report.

**Moved that:**

1. The Chatbus service will be implemented at GSNS when available.
2. The Principal's report be received.

1 Robyn      2 Che  
Votes: All in favour      Carried

**2. Finance Report (as read) - Ken Orchiston**

Points Noted:

- Ken provided an update of items discussed at the recent Finance committee meeting.
- A new format has been used for the Finance report.
- Working Capital was discussed.
- Banked Staffing was discussed.
- The school's accounts are with the auditor.

**Moved that** the Finance report be accepted

1 Ken      2 Maree  
Votes: All in favour      Carried

**3. Draft Budget for 2021**

Points Noted:

- The draft budget for 2021 was presented and discussed.
- An additional amount of money is to be funded to the school for heat, light and water.
- The draft budget is a deficit budget, as a result of a decrease in foreign fees and Georgies income, etc.
- New systems are being introduced into the school. The changes will come at a cost but will save in terms of workflow and efficiency in the long term.
- School donations were discussed, including a suggested increase to the GSNS requested donation. The proposed increase would be to \$200 per child (increased from \$110) and \$350 per family (increased from \$295). A message is to be sent home to families regarding the school donation at the beginning of next year.
- Substantial cuts have been made to the curriculum. Resulting changes and savings in the budget were discussed.
- A GSNS Alumni is being introduced with a view to receiving donations for the school. The Alumni is to be launched at the Year 6 Graduation on Wednesday 9 December and information will also be added to the school website.
- Robyn advised the Board that she is going to investigate whether or not the GSNS hall kitchen is a commercial kitchen, as she would like to explore the possibility of offering healthy food options for GSNS children.
- The school's marae trip for 2021 was discussed.
- International students were discussed. The GSNS relationship with Simon (agent for Chinese students) is to be maintained. It was suggested that Rod Galloway be contacted with regard to the introduction of Robyn to Simon, to continue the relationship. It was suggested that Greer also write a letter to Simon, to introduce Robyn as the school's new Principal.

**Moved that** the 2021 draft budget be accepted with adjustments as discussed.

1 Robyn      2 Che  
Votes: All in favour      Carried

#### 4. Property Report (as read) - Che O'Neill

Points Noted:

- Che provided an update on property projects in the school.
- A new school property advisor has been appointed for GSNS.
- The school hall leak and repair was discussed.
- The work to be carried out in Model 2B is a work in progress. Progress is slow due to the Ministry of Education taking a while to approve reparation work.
- The plans for the Learning Support Coordinator space have been sent out for tender and are due back by 11 December. Work should be completed in January/February 2021.
- The asphalt project was discussed and is a work in progress.
- Carpet tiles are to be laid in the Georgies/music room on 29 January. Painting will also be carried out.
- GSNS' first day/open day for 2021 is Wednesday 3 February.

**Moved that** the Property Report be accepted.

1 Che            2 Ken  
Votes: All in favour      Carried

#### 5. Te Ao Māori Report (as read) - prepared by Keith Mulholland

Points Noted:

- The data to support the report will be provided at the February 2021 Board meeting.
- GSNS is progressing well in this area.
- Changes to the Education Act were discussed, including what GSNS needs to be working towards.
- The report is comprehensive and shows that there is a good amount of attention given to Te Ao Māori at GSNS, which the Board is pleased to see.
- Kapa Haka will be open to all children at GSNS next year.
- The Board thanked Keith for compiling the report.

#### 6. LSC Report (as read) - Tania McLay

Points Noted:

- The Board appreciated receiving another great update from Tania.
- The report was discussed, including children's anxiety at GSNS.
- Tania was thanked for her report.

#### 7. Annual Plan - December update - Robyn Wood

Points Noted:

- An update of the Annual Plan was presented and discussed.
- A fresh Annual Plan is to be implemented for 2021.

#### 8. Georgies Report (as read) - Bex Vine

Points Noted:

- The Georgies report was discussed.
- Behaviour incidents are to be included in future Georgies reports.
- Georgies numbers are down.

**Moved that** the public be excluded from the following parts of the proceedings of this meeting, namely:

- miscellaneous items

to protect the privacy of natural persons. The exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to

deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.

1 Greer  
Votes: All in favour Carried

**Moved to In Committee** 8.25pm

**Out of In Committee** 9.47pm

## 9. Health and Safety

- Nothing to note.

## 10. Minutes

**Moved that** the Minutes of the George Street Normal School Board meeting dated Tuesday 17 November 2020 be confirmed

1 Greer  
Votes: All in favour Carried

## 11. General

- Proposed meeting dates for 2021 were presented.
- Trish was thanked for her work for the Board as Minute Secretary.

## Date of Next Meeting

Board of Trustees Meeting Tuesday 16 February 2021 6.30pm Staffroom

**Meeting Closed** 9.50pm

Signed \_\_\_\_\_ (Chairperson)

Date \_\_\_\_\_