



Minutes of the Board of Trustees Meeting Held on Tuesday 20 October 2020 at 6.30pm

Present Michele Dakers, Greer Harper, Maree McDonald, Che O'Neill,
Ken Orchiston, Michelle Te Hiko-Calvert, Robyn Wood,
Raymond Xia

In Attendance Trish Duke

Apologies None

Declaration of Interests: No new interests were declared.

1. Staff Professional Development Report - Keith Mulholland

Points Noted:

- The report was presented and briefly discussed.
- A variety of professional development is happening throughout the school.
- Gifted Aotearoa and Matific confirmed that some of the approaches and strategies used by GSNS are considered best practice in relation to gifted children.
- The report is thorough and encouraging, with a variety of investigation areas being pursued.
- The Board thanked Keith Mulholland for compiling the report.

2. Year 5 Outdoor Education Week Plan (2021) Report - Claire Spencer

Points Noted:

- Comprehensive RAMs were presented as part of the report.
- The fee of \$56.00 per child for the Year 5 Outdoor Education Week was discussed.

Moved that the Board of Trustees accept the \$56.00 fee per child for the 2021 Year 5 Outdoor Education Week

1 Maree 2 Michelle T.
Votes: All in favour Carried

3. Year 6 Camp Plan (2021)

This report will be presented at the next Board of Trustees meeting.

4. Parent Survey Feedback Report - Robyn Wood

Points Noted:

- An increased number of responses to the survey were received from parents/caregivers this year, as compared to last year.
- Valuable feedback was received in the responses to the survey, providing useful information to inform direction and decisions for Robyn/GSNS.
- Feedback received via the survey was mostly positive, with no overwhelmingly negative responses or comments received.
- Robyn was thanked for compiling the report.

5. Principal's Report - Robyn Wood

Points Noted:

- The possibility of making the ChatBus service available to GSNS children was discussed. GSNS has a need for some kind of additional support for children in this regard, due to the complex needs and lives of some children at the school.
- It was suggested that possible funding streams and grants be investigated with regard to providing the ChatBus service for GSNS children.
- In principle, the Board agrees that providing the ChatBus service for GSNS children is a good idea, however Robyn is to further investigate exactly what service would be provided and how it would work for GSNS.
- The proposed Unit allocation for 2021 was provided by Robyn. A proposed re-structure of the Deputy Principal roles to redistribute duties and the allocation of work was included, with aims which include sharing responsibility, empowerment of staff and utilising strengths of staff.
- A leadership day is to be held at the end of the year to discuss the GSNS vision, etc.
- Current staff vacancies were discussed.
- Robyn attended the Normal Schools' Summit (with Leanne) and National Hui for Beginning Principals recently as part of her professional development.
- A request was received from GSNS teachers, asking for free access to Georgies after school care for their children on staff meeting days and for one day per holiday programme. The request was discussed.
- Great work has been done by Robyn with regard to the vision for GSNS.
- Claire Spencer has agreed to provide a Tapasa presentation to the Board. A time will be made that suits Claire, separate to a Board meeting.
- The proposal to move GSNS policies to School Docs was discussed. There would be quite a lot of work involved in reconciling existing policies. There are some merits but also some negatives in moving to School Docs. The Board agreed to remain with the status quo in the meantime, which could be reassessed, if necessary, at a later date. This would also mean that the funds proposed for School Docs can now be allocated elsewhere in next year's budget.
- An up to the Annual Plan was provided.
- Raymond offered to assist with work on the GSNS branding as he has knowledge in this area. Robyn advised that she will liaise with Raymond after the session is held to discuss the vision, which is to take place on the last day of the school year.

Moved that:

1. The Board of Trustees agrees to teachers accessing Georgies for free on staff meeting days only.
2. The Principal's report be received.

1 Robyn 2 Maree
Votes: All in favour Carried

6. Finance Report - Ken Orchiston

Points Noted:

- The Finance report was presented and discussed.
- The school's finances are tracking well.
- There are healthy Board reserves.
- Ken was thanked for compiling the report.

Moved that the Finance report be accepted

1 Ken 2 Raymond
Votes: All in favour Carried

7. Property Report - Che O'Neill

Points Noted:

- The Property report was presented and discussed.
- Lydia, School Property Advisor from the Ministry of Education, met with Robyn recently. Lydia is working with GSNS in the meantime, as Barry Sleeman is no longer working for the MoE.
- The leak at the back of the school hall was discussed.
- The plans for the Learning Support Coordinator space were discussed. Costs are to be provided in the near future.
- Investigation into the damp in Model 2B has been investigated. Mould was found on the walls and floor of the classroom. Samples have been tested and found to be not the worst kind of mould. A quote has been received to strip carpet, etc. Che outlined possible causes of the issue.

Moved that the Property Report be received.

1 Che

Votes: All in favour Carried

8. Dunedin North Intermediate (DNI) Pool

Points Noted:

- Che provided the Board with background regarding the DNI pool.
- The cladding of the building includes asbestos.
- DNI doesn't use the pool but other local schools, including GSNS, do. JC (Jill Clark) Swim School also uses the pool.
- The pool itself is fine, however the building has deteriorated over time and needs to be replaced.
- The building has been scaffolded as a temporary solution to support the structure while funding streams are investigated.
- A meeting was held recently to discuss the issue. Robyn was in attendance together with representatives from other schools, Ministry of Education, Dunedin City Council and community grants organisations.
- JC Swim School, and other schools who use the pool, are being asked to contribute to the cost of rebuilding the pool building's structure. The Dunedin City Council may also contribute.
- Michelle Te Hiko offered to help with investigating funding grants.
- If the DNI pool is not able to be used, GSNS would need to use the Wakari School pool instead, at significant extra cost.
- The Board agreed, in principle, to supporting the continuation of the DNI pool for contributing schools.

9. Sensory Space and Lego Space

Points Noted:

- Points were raised in relation to the use and purpose of a sensory space.
- It was suggested that the current GSNS sensory space (the green room) could be better utilised.
- Robyn spoke about the role of the Learning Support Coordinator in assisting the school to cater for children with additional needs.
- It was suggested that advice be sought from the Ministry of Education with regard to the function and intended purpose of a sensory room, with a view to ensuring that GSNS is utilising the space in appropriate ways.
- It was suggested that further investigation into professional development in this regard be sought. Robyn is to investigate this.

10. LSC Report - Tania McLay

Points Noted:

- The Board appreciated another helpful report with regard to ways Tania is working with GSNS children.
- Maths initiatives seem to be working well.
- Writing seems to be going well.
- The Board thanked Tania for her report.

11. Georgies Report - Bex Vine

Points Noted:

- An issue of pay disparity was included in the report. Discussion will take place during In Committee.

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

- Georgies
- Principal's Appraisal
- Staffing

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 Che

Votes: All in favour Carried

Moved to In Committee 8.25pm

Out of In Committee 9.39pm

12. Health and Safety

Points Noted:

- An updated Hazard Register and Accident Report were received.

13. Minutes

Moved that the Minutes of the George Street Normal School Board of Trustees meeting dated Saturday 23 May 2020 be confirmed, subject to the addition of the following resolution in relation to the Principal appointment: Moved that, if Robyn Wood does not accept the offer, the Board will re-advertise the position

1 Che

Votes: All in favour Carried

Moved that the Minutes of the George Street Normal School Board of Trustees meeting dated Monday 14 September 2020 be confirmed

1 Che

Votes: All in favour Carried

14. Chairperson Appointment

- Che O'Neill advised the Board of his resignation as Chair of the Board of Trustees as he is no longer able to fully commit to the role.
- Maree thanked Che on behalf of the Board for the great work he has done as Chair, during a particularly trying time on the Board. Maree conveyed the Board's

appreciation of Che's voice of calm and reason and thanked him for his commitment to the Board and the school as Chair.

- Che responded to the Board, advising that he has enjoyed the role of Chair and has learned a great deal about the role as a result of being in the position.
- Robyn called for nominations for Board Chair.

Moved that the George Street Normal School Board of Trustees elect Greer Harper as Board Chair

1 Maree 2. Michele D.

- Robyn called for any further nominations. No other nominations were put forward.
- Nominations were closed.
- The Board voted on Greer's nomination: Votes: All in favour Carried

Date of Next Meeting

Board of Trustees Meeting Tuesday 17 November 2020 Staffroom

Meeting Closed 9.52pm

Signed _____ **(Chairperson)**

Date _____