

GREEN BAY SCHOOL

RespectWhakaute PositivityMatika InitiativeAuahatia



GREEN BAY PRIMARY SCHOOL

Board Meeting Minutes

Wednesday 22nd February 2023

6.20pm

1. Present

Present: Anand Muthoo (Principal), Cheryl McElroy (Staff Elect), Amelia Day, Catherine Rochford, Nicole Allington, Matt Child, Tim Rickards, Glen Mitchell (Parent Elects), Heidi Smithson (minute taker)

1.1 Welcome

Amelia welcomed the Board to the meeting.

1.2 Appointment of Board Chairperson

- Amelia asked for Nominations for Board Chairperson.
- Anand nominated Amelia.

I Anand, move that the Amelia is elected as Board Chairperson for 2023

Second: Catherine

Carried: All

1.3 Apologies

None.

1.4 Conflicts of Interest

No declarations of conflict of interest were declared.

2. Monitoring

2.1 Principal's Update

- Congratulations to Amelia for being elected as Chair for 2023.
- Big warm welcome to the Board for another fantastic year at Green Bay School.
- The roll currently is 656 but will go down to 631 when the International Students leave.
- We currently have 39 short term International students. Thank you to Veronica for all your hard work and thank you to all the Parents who hosted students.
- Testing of the students is underway and will be repeated in November to track their progress over the year.
- ICOL – Wayne Southgate, Cheryl McElroy and Alex Milich have been appointed for Green Bay School.
- Met with Emma Dobson from ERO last week, discussed Attendance and our Evaluation Report.
- We held a Powhiri on 10 Feb. This was great and Thank you to Alex, Matua Jared and all others involved in this.

131 Godley Road, Green Bay, Auckland
P.O. Box 80 070, Green Bay 0643
Telephone: 817 6666 Facsimile: 817 4336
Email: admin@greenbay.school.nz

2.2 Board Meeting Calendar 2023

- Committees
FINANCE: Nicole (Chair), Anand, Cheryl, Catherine and Amelia
FUNDRAISING: Catherine (Chair), Amelia, Matt, Glen and Cheryl
COMMUNICATIONS: Amelia, Anand
GRANTS: Nicole (Chair), Matt
PROPERTY: Glen (Chair), Tim, Catherine, Amelia, Anand and Cheryl
HEALTH & SAFETY: Matt (Chair), Time and Amelia
PRINCIPAL APPRAISAL: Amelia (Chair), Board of Trustees
HEARINGS: As needed
- Board Meeting dates:
 - Wed 22 March
 - Wed 10 May
 - Wed 21 June
 - Wed 26 July
 - Wed 23 August
 - Wed 13 September
 - Wed 25 October
 - Wed 15 November
 - Wed 13 December
- Staff Christmas Party has been set for Friday 1st December.

2.3 Property Discussion

- Basketball Court and Senior Playground drawings have been created for quotes and fundraising options.
- The Board is very happy with the Basketball Court design so this will go out to quote. Glen will send this to Steve to action.
- The first quote has been received for the Senior Playground. Tim will look at options for 2 more quotes.
- Property committee met with Steve last week re 5YA. Glen will follow up with Steve regarding this and we will need to regroup when Steve has the required information back.

3. Strategic discussions and decision

3.1 Swimming Pool

- Amelia will bring proposals to the next meeting regarding the swimming pool.
- Amelia to find out how many pool keys were sold.

3.2 Board Planning

- Discussed that the Presiding Member can be appointed with every new board coming together.

4. Administration Matters

4.1 Confirmation of previous minutes

I Amelia, move that the December meeting minutes be accepted as true and correct

Second: Nicole

Carried: All

4.2 Actions from Previous meeting action sheet

- Funding calendar to be carried over.

4.3 Correspondence as Listed

- None.

4.4 Board Time spent

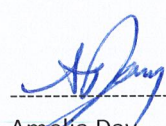
- Please ensure you send in your Board Time Spent.

5. In-Committee

In the interest of Privacy to protect persons under discussion, the Board moved into "In Committee" at 7.37pm

Board meeting concluded at 8.10pm

Next meeting is at 6.00pm on Wednesday 22nd March 2023.



22/3/23

----- Sign and Date

Amelia Day

Board of Trustees Chairperson

WHO	ACTION	DONE
Nicole	<i>Funding calendar – March meeting</i>	
Tim	<i>PE Shed plan for March meeting</i>	
Amelia	<i>Find out how many Pool Keys were sold</i>	