

GREEN BAY PRIMARY SCHOOL

Board Meeting Minutes

Wednesday 27th July 2022

6.04pm Staffroom

1. Present

Present: Anand Muthoo (Principal), Amelia Day (Chairperson), Cheryl McElroy (Staff Elect), Catherine Rochford, Nicole Allington, Dilip Patel, Glen Mitchell, Matt Child (Parent Elects)

In attendance: Alex Milich - with speaking rights.

1.1 Welcome

Amelia welcomed everyone to the meeting.

1.2 Apologies

Heidi Smithson (minute taker)

1.3 Conflicts of Interest

No declarations of conflict of interest were declared.

2. Monitoring

2.1 Principal's Report

- Principal's report is confirmed as read by all.

Glen arrives at 6.07pm

- Discussed contents of the Principals Report.

Catherine arrived at 6.12pm

- Point 3.1 and 3.2 of Agenda were also covered while discussing Principals report. Discussion regarding reliever availability problems due to illnesses, not enough working, people leaving Auckland.
- No relievers available has the impact on little to no PD possibilities due to no cover to release staff.
- No release time available so paperwork is either backing up or Staff are taking a lot more work home with them and the possibility of burn out is a likely outcome.
- SLT are working on ideas, Cheryl is doing an incredible job at getting relievers at every opportunity.
- Well-being impact is an ongoing struggle under the current circumstances.
- All staff are doing an incredible job at being flexible, understanding, and supportive of their teams.

***I Anand, move that the Principals Report be moved as accepted. Second: Dilip
Carried: All***

2.2 Property Update

- 10YPP discussed.
- MOE visit for the 10YPP was discussed.
- Heating in rooms 5 to 8 is not working. We have some quotes for different fixes. Options were all discussed. This will be taken back to Lisa to confirm what is the likely outcome.
- Glen will be in contact with Lisa regarding the 10YPP process.
- Greenstone communication discussed.

3. Strategic Discussions and Decisions

3.1 Covid 19

- Refer to and discussed during Principals report.

3.2 Well-Being

- Refer to and discussed during Principals report

3.4 BOT Elections - 2022

- This is moving along as per the requirements. Communication from CES is steady however could be better.

4. Reviews

4.1 Student Well-being and Safety

- Refer to Principals report.

5. Assurances

5.1 Risk Management

- Refer to principal's report.

5.2 School Swimming Pool

- Refer to principal's report.

5.3. Safety Management

- Refer to principal's report.

6. Administration matters

6.1 Confirmation of previous minutes

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

Second: Glen

Carried: All

6.2 Actions from Previous meeting action sheet

- Property Committee – Property roll growth project update to be carried over.

6.3 Correspondence as Listed

- None.

6.4 Board Time spent

- Please ensure you send in your Board Time Spent.

7. In-Committee

Anand requested that Alex Milich stay for In-Committee section of the meeting. Board all agreed.

In the interest of Privacy to protect persons under discussion, the Board moved into “In Committee” at 6.35pm

Board meeting concluded at 6.55pm

Next meeting is at 6.00pm on Wednesday 17th August 2022.

----- Sign and Date

Amelia Day

Board of Trustees Chairperson

WHO	ACTION	DONE
Property Committee	<i>Property roll growth project update</i>	
Glen	<i>Touch base with Lisa regarding 10YPP process</i>	