

**Minutes of the Bream Bay College
Board of Trustees
Held on 18th May 2022**

Selina welcomed everyone to the board meeting.

Meeting opened at: 7.35pm

Present: BucW, BirA, DoaT, EdwK, GorS, HarJ, JacH, PirN, WhiM, WebB

Visitors: HayS

Karakia: DoaT

Absent:

Apologies: CarA

Moved: H.Jacobson

Seconded: A.Bird

BOT 'to do' list

Workplan adjustment –

Confirmation of Agenda Items/Workplan adjustment

Presentations: PE/Health: video presentation – Daniel Harrington/Sandra Hayward
Technology – Deferred to the June meeting

Decisions/Motions:-

- Draft 10YPP Plan to be approved

Conflict of Interest: Nil

Workplan adjustment

Topic:	Health presentation: Sandra Hayward		
Discussion:	<p>Sandra presented a Powerpoint presentation.</p> <p>Questions:</p> <p>Does Health stop at Year 10. Yes.</p> <p>Do you have any Health initiatives for seniors?</p> <p>MW: As seniors we would benefit from Health being taught at this level.</p> <p>Other initiatives have been discussed eg: "Love me Not"</p> <p>Selina and Sandra to get together to discuss.</p> <p>Resources</p> <p>At the moment we are fine. Finding providers is tricky.</p> <p>Life Education – at a cost. Only for Year 8.</p> <p>Should we be considering outside providers and targeting the seniors. Yes.</p>		
Actions to be taken / motion	Sandra and Selina to meet to discuss other initiatives. Careers Central to be placed on the website	HayW/GorS	
Moved / Seconded		Results	

Topic:	PE presentation: Daniel Harrington		
Discussion:	<p>Video presentation in the board folder.</p> <p>Daniel happy to his discuss his presentation at anytime.</p> <p>Wishlist:</p> <p>Second gymnasium</p> <ul style="list-style-type: none"> • Full size hockey turf • Roof cover over heated pool • Shade sail over all weather courts • Funding for bilingual PE gear 		
Actions to be taken / motion	Wayne to relay the boards compliments to Daniel and Sandra. Stevie has asked to move her presentation to the next meeting.	BucW	
Moved / Seconded		Results	

Moved out of the general meeting at 8.11pm to enter In committee.

Moved back into the general meeting at 8.35pm

Topic:	Workplan		
Discussion:	<ul style="list-style-type: none"> a) Approve 10YPP projects spreadsheet b) Term 1 Analysis c) Annual Report d) 5YA 		
Actions to be taken / motion			
Moved / Seconded		Results	

Topic:	Decisions:		
Discussion:	1. Draft 10YPP Plan to be approved		
Actions to be taken / motion	Moved that we approve the 10YPP Plan as distributed.		
Moved / Seconded	Moved: W.Buckland Seconded: J.Harvey	Results Agreed	

Topic:	Term 1 Analysis		
Discussion:	The analysis of the academic results is held up at the moment with changes to the reporting system. A lot more work is being put in from Australia. Wayne is working with PcSchool programmers currently.		
Actions to be taken / motion	Wayne to upload results as soon as available.		
Moved / Seconded			

Topic:	Annual Report		
Discussion:	The auditor has all the information, and we are waiting for the final documentation from BDO.		
Actions to be taken / motion			
Moved / Seconded			

Topic:	Principal's report		
Discussion:	Wayne tabled his principal's report.		

Trees

There has been a fair number of trees taken out from the bank area above the fields. There were no natives in this area – a lot of flame trees which were taking over. The trees that have been taken down have not been stump ground & we have poisoned the flame trees.

This money spent to date is \$7,500 and it has come from the Minor Capital work budget. It has been 21 years since we have done any landscaping in the native tree area so I was thinking could we turn this into feature areas?

Do we bite the bullet and clear the remaining non-native trees, or do we break up the boundary into separate areas and get our different year levels to design & plant?

Do we finish what we started?

Discussion took place.

Do we go ahead with breaking the boundary into separate areas?

Allie has asked for an area for her Year 10 Landscaping students.

Outcome:

The concept is good – get the school to plan it and bring it back to the board.

Buildings

Wayne talked to the progress of the buildings.

AB: H&S: 3 incidents.

WB: Fence x 2 & gate. These have been logged.

Ball

There were issues discussed as follows:

- Short time frame that the kids were given.
- Very appreciative that we did run a 2020 ball, but I'm not impressed that the kids were told at the end of the holidays of the ball date.
- It did surface late in term 1.
- The communication was too subtle.
- It has put extra pressure on kids and parents that wasn't necessary. Wasn't on my radar – I thought it was July.

Discussion took place.

Future planning

Newsletter / Assembly

Discussion on the Leadership / community service day took place.

Wayne advised that next year the Kahui Ako athletics day will be held at BBC. Discussion took place regarding the number of Teacher Only Days on the calendar. There could be flak from the community.

Bus Bay Plans

Wayne showed the diagram of the plan.

This is going full steam ahead

Discussion took place:

	<p>Question: There is no space for trucks to stop to use the conveniences & café on Peter Snell Road. Wayne to submit this issue to the Council.</p> <p>Sports report HJ: New uniforms for sports teams. The photos show new school colours. Has there been a change to the college colours? A discussion around the traditional school colours took place. WB: Would you like to define sport colours back into the uniform code. Wayne will talk with Megan Carran to come to the next board meeting and discuss.</p>		
Actions to be taken / motion	Wayne to submit to the Council that there are no spaces for trucks to park to use conveniences and access café on Peter Snell Road.	BucW	
Moved / Seconded	Moved: W.Buckland Seconded: T.Doak-Smith	Agreed	

Meeting stopped for a break @ 9.59pm.

Meeting resumed @ 10.23pm

Topic:	Financial Report		
Discussion:	Direct Credits		
Actions to be taken / motion	<p>Moved the Direct credits March & April 2022 as follows:-</p> <p>March 2022 Direct Credits: ASB 659866 - 660161 TNG as listed: 660058 & 660078 Westpac Electronic: 660179 ASB Cash withdrawal 657841 \$2,500 for NZQA 100+ prizes</p> <p>April 2022 Direct Credits: ASB 660164 - 660391 TNG as listed: 660206 Westpac Electronic: 660451</p>		
Moved / Seconded	Moved: S. Gordon Seconded:	Results Agreed	

Topic	<p>March 2022</p> <ul style="list-style-type: none"> Payroll Journal 328815 Week Ending 8/3/22 \$37,894.19 Payroll Journal 328928 Week Ending 22/3/22 \$36,673.57 <p>April 2022</p> <ul style="list-style-type: none"> Payroll Journal 329606 Week Ending 5/4/22 \$36,761.17 Payroll Journal 329663 Week Ending 19/4/22 \$37,551.81
Discussion:	

Actions to be taken / motion	Moved that Journals for March & April 2022 be passed for payment.		
Moved / Seconded	Moved: S.Gordon Seconded:	Results Agreed	

Topic:	Fuel Card – Star Card		
Discussion:	March & April 2022		
Actions to be taken / motion	<p>March 2022 Moved that the BP Fuelcard for \$0.00 for March 2022 be approved for payment. Moved that the Z Fuelcard for \$120.07 for March 2022 be approved for payment.</p> <p>April 2022 Moved that the BP Fuelcard for \$365.42 for April 2022 be approved for payment. Moved that the Z Fuelcard for \$0.00 for April 2022 be approved for payment.</p>		
Moved / Seconded	Moved: S.Gordon Seconded:	Results Agreed	

Topic:	Air NZ Travel Card		
Discussion:	March 2022 Nil April 2022 <ul style="list-style-type: none"> Air New Zealand Travel Card April \$1,012.40 		
Actions to be taken / motion			
Moved / Seconded	Moved: S. Gordon Seconded:	Agreed	

Topic:	Visa Card transaction		
Discussion:	Visa Card Statement's for card numbers 8106, 6298, 2048, 7419 & 2877 for March & April 2022		
Actions to be taken / motion	Moved the Visa Card for March & April 2022 for:- 8106 for \$ 1,628.13 (W.R. Buckland) 6298 for \$ 3,852.61 (K.Sandford) 2048 for \$ 0.00 (A. Dalgleish) 7419 for \$ 0.00 (M.Bayer) 2877 for \$ 0.00 (S.Brown)		

	<p>April 2022</p> <p>.... 8106 for \$ 3,643.37 (W.R. Buckland) 6298 for \$ 2,974.27 (K.Sandford) 2048 for \$ 0.00 (A. Dalglish) 7419 for \$ 0.00 (M.Bayer) 2877 for \$ 0.00 (S.Brown)</p>		
Moved Seconded	<p>Moved that the Visa Card 8106, 6298, 2048, 7419 & 2877 for March & April 2022 be approved for payment. Moved: S. Gordon Seconded:</p>	Results Agreed	

Topic:	Finance		
Discussion:	<p>Mexico journal still showing. Wayne advised we are waiting for accountant to talk to us re: journals & Milford. The Auditor is aware.</p> <p>ERO The team will be visiting on 28th/29th June. They will be walking around classrooms. Will they want to see the board? I have offered but they would like to come the week after the board meeting. Discussion took place.</p>		
Actions to be taken / motion			
Moved Seconded		Agreed	

Topic:	Inwards /Outwards Correspondence		
Discussion:	<p>Inwards Correspondence:</p> <p>1. Resignation from the Board – Ari Carrington Selina read the letter to the board. The board commented that Ari contributions to the board were valued contributions and his input to the board discussions and will be missed.</p> <p>Outwards Correspondence: Nil.</p>		
Actions to be taken / motion	<p>Moved that the resignation from Ari Carrington be accepted. Selina will write a letter of thanks to Ari for his contribution.</p>	Results	
Moved Seconded	S.Gordon	Results	Agreed

Topic:	Inwards and Outwards correspondence		
Discussion:	Moved that the Inwards correspondence be accepted and the Outwards correspondence be approved		
Actions to be taken / motion		Person(s) Responsible	
Moved Seconded	Moved: Seconded:	Results	

Topic:	Minutes of the last meeting 6 th April 2022		
Discussion:			
Actions to be taken / motion	Moved that the minutes of 6 th April 2022 be confirmed as a true and correct record.	Person(s) Responsible	
Moved Seconded	Moved: N.Pirihi Seconded:A.Bird	Results Agreed	

Topic:	Amendments to minutes		
Discussion:			
Actions to be taken / motion			
Moved Seconded		Agreed	

Topic:	Matters Arising		
Discussion:			
Actions to be taken / motion			
Moved Seconded		Agreed	

Topic:	Agenda setting for next meeting		
Discussion:			
Actions to be taken / motion			
Moved Seconded		Carried	

Topic:	Triennial Plan		
Discussion:			
Actions to be taken / motion			
Moved Seconded			

Topic:	General Business		
Discussion	Pool meeting:		

	<p>Sport Northland, Whangarei District Council & CLM met on Monday 16th May with Wayne & Selina. The next funding application date is June/July. This application will include going for filters/painting/running costs of the pool. CLM is giving us a price of running the pool over the season. Matthew has a quote for sand and filters. There are separate prices for lane swimming from 7-9am. We are pushing the Council to contribute to the funding. Lease agreement: Roll over and continue with CLM.</p> <p>Question for the board. Is the board committed for us to take it to the next level. Feedback from the community positive/CLM/Whangarei District Council/Sport Northland – all positive</p> <p>Outcome Yes</p> <p>At the end of the Pool meeting there was a discussion around the use of the BBC grounds and using the facilities. The council is interested in pursuing some sort of closer but formal arrangement for use of our facilities. The gym is a building that they are interested in. Cricket wicket but the issue with cricket is that every tree is used as a urinal. Car parking available</p> <p>Discussion took place.</p> <p>Bring this back to the agenda for another meeting. Term 3 on the tri plan.</p>		
Actions to be taken / motion			
Moved Seconded		Agreed	

Meeting closed at: 11pm

Next BOT meeting calendared for 22nd June 2022

X

S. Gordon
Board Chair

22nd June 2022