



ALBANY PRIMARY SCHOOL
Where learning makes a difference ..

MINUTES
ALBANY PRIMARY SCHOOL BOARD
Thursday 27th May
@ 6.00PM

Present: Rick Pierce (via zoom), Maree Bathurst, Sophia Wang, Alison Chambers, Wei Lu, Brad Harpur

Attending: Lisa Elder (Minutes),

The Chairperson opened the meeting at 6.07pm with a blessing

ITEM	RESPONSIBILITY	TIMEFRAME
<p>Blessing to start</p> <p style="text-align: center;"><i>Huihui mai tātou I tenei wā</i> <i>Kia ako tahi</i> <i>Kia tipu tahi</i> <i>Tātoa tātoa katoa</i></p> <p><i>We come together at this time to share, learn and grow together</i></p>		
1. Housekeeping		
<p>Facilitator: Alison Governator: Sophia Apologies: Joanne Alterations to the agenda: none Declarations of interest: none</p>		
2. Consent Agenda		
<p>Resolution / Decision No. 2021/05/01 MOTION: There being no objections, the consent agenda was moved, seconded, and unanimously approved. The consent agenda included the following items: confirmation of minutes from last board meeting, correspondence and acceptance of the Chairperson's report.</p> <p style="text-align: right;">Wei / Sophia– Carried</p>		
3. Focus		
<p>PAT Report Maree explained PAT assessment to the board. Discussion was held around the data that the school gets out of the testing. Board suggestions for next report:</p> <ul style="list-style-type: none"> • 5 or 6 bullet points in the report as a summary of what the board should be aware of for their governance role • at the start of the report an explanation of what is the purpose of this report / how will APS use this <p>Should APS decide not to use PAT's in the future board to be informed of the reasoning behind this and what will replace them.</p> <p>The board thanks Faron Turner for his work in this report and answering of questions from the board.</p>		

4.			
	<p>Property Update Only three more prefabs to be delivered on 8th June and then we will have 14 on site. SLT have consulted with staff over which classes will move into the new prefabs for next term. This will stay the same for 2022 and 2023. Decision on moving the hall has not been made yet.</p> <p>Wei asked if the school will need to reassess the back entrance if more families will be using that as exit / entrance?</p> <p>Design brief meeting on Monday 31st May with MOE and Architects, followed by visits to schools on 17th June – all board members are welcome to attend.</p>		
5. Strategic Decisions			
	<p>Resolution / Decision No 2021/05/02 Policies to adopt MOTION: That the board adopt the following policies:</p> <ul style="list-style-type: none"> • Health, Safety and Welfare • Child Protection • Privacy • Māori Educational Success <p>Lisa showed the board the school docs site and Maree explained process for reviewing policies and procedures. Wei / Brad :Carried</p> <p>Resolution / Decision No 2021/05/03 Annual Report 2020 MOTION: That the board approve the Annual Report 2020 The Board would like to acknowledge to Julie and Anna their work on the accounts this year, which resulted in no findings. Sophia / Rick :Carried</p>		
5. Strategic Discussions			
6. Monitoring			
	<p>Paid Union Meetings Maree advised the Board that teaching staff will be attending paid union meetings on Thursday 24th June. As we already have the school closed for two teacher only days and a half day for student led conferences this term we have decided not to 'officially' close the school. Instead we will advise parents that there will be limited supervision and children may be in shared classes for the day and give them the option to keep their child at home.</p>		
7. In-Committee			
	<p>MOTION: That the public be excluded from the following part(s) of the proceedings of this meeting. The grounds are that the matter is one of personnel and the reason is to protect the privacy of the individual(s). The motion is proposed to comply</p>		

	<p>with Section 48 of the Local Government Official Information and Meeting Act 1987.</p> <p style="text-align: right;">Wei / Brad – Carried</p> <p>Board went into in committee at 7.54pm</p> <p>Chairperson advised that the Board is now in-committee and members of the public must leave the meeting room. The public will be invited back into the room when the in-committee portion of the meeting is finished.</p> <p>Board came out of in committee at 8.54pm</p>		
8. Administration			
	<p>Follow up of action list from last meeting</p> <ul style="list-style-type: none"> • Completed. <p>Dates to be aware of:</p> <p>Thursday 17th June – visits to schools – all day</p> <p>Thursday 1st July – ERO lady visit 4.30pm – all welcome (Lisa to send out new model prior to meeting)</p> <p>Monday 5th July – Hui for Māori whanau 5.00 – 6.00pm</p>		

Te Korero Whakamutunga – A blessing to finish

***Kua matu a tātoa mahi mo tēnei wā
Kia tau te Rangimārie
Kia tatou katoa***

Our work has finished for this time, let us go in peace

Meeting closed at 8.58pm

Chairperson: _____

Date: _____

Board Meeting Dates for Term 2:

Thursday 24th June

ACTION POINT LIST

Date of meeting	Action	Responsibility	Timeframe
19/03/20	Training for BOT re employer role – NZSTA	Rick / Maree / Lisa	Term 3
19/03/20	Staff appraisal / performance management explanation to BOT Board to be informed of revised teacher registration / Inquiry process – helen presentation	Maree / Helen	Term 3
19/03/20	Update BOT Governance statement	Rick / Maree / BOT	Term 2
21/05/20	organise school visits for new build	Maree / Lisa	2021
10/09/20	Draft new format for Annual Plan to discuss with Rick – update and summary	Helen	May 2021