

DANNEVIRKE SOUTH SCHOOL BOARD OF TRUSTEES

Minutes of the meeting of the Dannevirke Board of Trustees on
Tuesday 15 March 2022, commencing at 5.45pm
Zoom Meeting

1.0 ADMINISTRATIVE MATTERS

1.1 Welcome 5:45pm

1.2 Present Caroline Transom (Principal), Lee Teller (Chairperson), Colin Simmons (Property), Sharalee Clarke (Minute Secretary), Trina Paewai, Mick Wheeler (Funding)

1.3 Apologies for Absence - None

1.4 Declaration of Interests - None

1.6 Confirmation of Minutes

It was moved that the Minutes from Tuesday 15 February 2022 are a true and correct record.

Mover/Seconder Caroline/Cole	<u>Agreed</u>
---------------------------------	---------------

1.7 Confirmation of Agenda

It was moved that the agenda be confirmed

Mover/Seconder Lee Teller/Mick Wheeler	<u>Agreed</u>
---	---------------

1.8 Matters Arising from Previous Minutes

1.8.1 **Term Deposit** The latest Term Deposit has been confirmed. Reinvest \$96,870.50 on 23 February 2022 for 3 months maturing on 23 May 2022. Interest rate of 1.32% p.a. Reinvest \$84,580.31 on 23 February 2022 for 244 days maturing on 25 October 2022. Interest rate of 2.05% p.a.

1.8.2 **Lunches by Libelle** Successful meeting. They have been looking hard at where they have been failing. Now measuring each meal resulting in better consistency. Food has improved with more being consumed by students. New fridge being supplied by the Ministry lunch programme to store food safely enabling families to take leftovers home at the end of the school day.

1.8.3 **Covid Update** - 157 students on site today. First covid case at the school on 23 February. Now running through cycle two and three of covid cases. Currently 8 cases and multiple families with close contacts. Caroline said it is tricky for teachers to manage learning with students being at school, then at home or at home then back at school and especially now with more students being on site. School policy currently is anyone who is unwell goes home. Biggest threat to school at the moment is if a lot of staff members get sick

which could result in the closure of the school temporarily. Caroline is aware she needs to protect her staff. With bubbles around the school now it is tricky to manage a positive team atmosphere and sense of belonging.

1.8.4 **Bridge Update** - bridge completed just waiting on stream people to start/finish their part.

1.8.5 **Block A** - Lee Builders has been off site as they are having staff shortages due to Covid. They will hopefully be working back on site in a fortnight.

2.0 **REVIEW** - see Principal's report

3.0 **COMMITTEE REPORTS**

3.1 **Finance** - Update of Payments for Ratification by the Board December 2021. December amount for Ratification is \$169,593.00. January to February 2022 Payments for Ratification of \$202,719.00. (See Principals report)

Mover/Seconder Caroline Transom/Cole Simmons	<u>Agreed</u>
---	---------------

3.2 **Property** - see principals report.

4.0 **PRINCIPALS REPORT** - see Principal's report

4.1 **Vandalism** - On the weekend the school was vandalised. Areas affected where the senior cloak bay and roof. A person was also filmed, but was unable to be identified, jumping from one building's roof to another. Unfortunately where the cameras are currently positions they were unable to get footage of this. Caroline has receive a quote from Damian for another two cameras to help cover these blind spots.

It was moved that the Board accept Damian Computers Quote for two cameras of \$1,037.00

Mover/Seconder Caroline Transom/Mick Wheeler	<u>Agreed</u>
---	---------------

4.2 **Fencing** - Caroline has contacted Mark Turton who, despite being unable to get supply, will repair the fence temporarily and will replace netting once stock arrives.

It was moved that the Draft Financial Report for 2022 by Eclypse accepted.

Mover/Seconder Caroline Transom/Lee Teller	<u>Agreed</u>
---	---------------

4.3 **Policies and Procedures** - The Board were reminded to add their feedback on School Docs regarding current policies under review. Sharalee is redrafting the 2022 Emergency Plan. Team leaders have looked over with Caroline then will take back to their team to review over a two-week period.

4.4 **Attendance** - Parents are strongly encouraged to keep their children actively involved in home school learning if they are not attending. Parents are advised if their child is not actively participating in home learning they will be marked as Truant.

It was moved that the Principals Report be accepted.

Mover/Seconder Caroline Transom/Mick Wheeler	<u>Agreed</u>
---	---------------

5.0 ADMINISTRATION

Correspondence In: Acceptance letter for positions from both Claire Audier and Natasha Thomas.

Correspondence Out:

6.0 AGENDA ITEMS IN NEXT MEETING

Bridge/Stream update

Block A update

7.0 IN-COMMITTEE MINUTES -

The Board went into committee at 6.18pm

The Board came out of committee at 6.26pm

8.0 CLOSURE TIME - The meeting concluded at 6.30pm

9.0 NEXT MEETING - Tuesday 12 April 2022 commencing at 5:45pm