



**MINUTES OF COCKLE BAY SCHOOL BOARD MEETING
HELD ON**

12 September 2024 at 5:00pm

Present - D. Bigwood (Principal), J. Dinneen, N. McHardy, A. van Schalkwyk, V. Fenner, R. Irving and K Rivett

Apologies - None

In attendance - P. Rossiter and G. Gartland took the minutes

Visitors - I. Narot and M. Murray-Brown

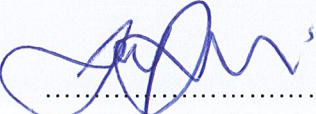
Time spent on Board business since last meeting [Hours spent on Board work](#)

Agenda Item	Discussion
Welcome & Introductions	Welcome to Ivy and Michelle Triennel Board elections - confirmed date 17 September
Declaration of any conflicts of interest for this meeting	<i>None</i>
Related Party Transactions	<p>Non - Arms Length Transaction (items provided at a rate lower than the market value)</p> <p>Arm's Length transaction (purchased at market value price no disclosure required) BF Brown Plumbing & Drainlaying Inv # 4045 \$1,610 (including GST) To replace rusted gutter outside Rooms 1 - 3</p>
Confirmation of the minutes of the previous meeting - 15 August 2024	<i>Moved V. Fenner / Seconded K. Rivett / Carried</i>
Matters arising from previous minutes not already covered	<i>None</i>
Comms and Reminders	Remember to enter your time spent on Board business into the google doc.
Principal's Report	<p>Dorothy and Alistair met to look at the Property Plan. Some of the items to be considered (in no particular order) Drainage, Revamp of the Peterson Block and Room 9 Toilets</p> <p>The Principal's report is accepted</p> <p><i>Moved V. Fenner / Seconded J. Dinneen /Carried</i></p>

Agenda Item	Discussion
Finance (J. Dinneen and R. Irving)	<p>CES report discussed</p> <p>The cost of security monitoring of the school grounds discussed. We will look at getting quotes to install cameras around the school. Maybe we need a scope for this job.</p> <p>2025 Teachers only Days Friday 30 May (King's Birthday) Friday 24 October (Labour Weekend)</p> <p>MoE Curriculum Days Friday 7 February (after Waitangi Day) Thursday 19 June (before Matarik)</p> <p>The above proposed MoE Curriculum Days approved.</p> <p><i>Moved J. Dinneen / Seconded A. van Schalkwyk / Carried</i></p>
Policy and Review including SchoolDocs (V. Fenner)	<p>Concerns and Complaints policy reviewed.</p> <p>The new Complaints register to be developed will include complaints formally directed to the Principal or Board.</p> <p><i>Moved R. Irving / Seconded N. McHardy / Carried</i></p>
Health and Safety (N. McHardy)	<p><i>None</i></p>
Property (A. van Schalkwyk)	<p>Contractors coming in over the weekend to give quotes for replacing the roof in the pool area..</p> <p><i>Moved K.Rivett / Seconded N. McHardy / Carried</i></p>
Any Other Business (A.O.B)	<p><i>None</i></p>
Correspondence In/Out	<p>Inward as per Board papers and circulated by email - See Google Drive</p> <p>Outward - See Google drive</p>
Public Excluded Business (PEB)	<p>Motion Jared Dinneen moves that we go into PEB at 7:05pm to discuss issues to protect the privacy of natural persons.</p> <p>He also moved that P. Rossiter be permitted to remain at this meeting due to her knowledge on these matters, after the public has been excluded.</p> <p>Out of meeting at 7:06pm</p>
Next Meeting	<p>Wednesday 30 October 2024 5:00pm</p>

Agenda Item	Discussion
ACTIONS	<ul style="list-style-type: none">• Obtain quotes for security cameras around the school

Meeting closed at 7:06pm


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Presiding Member

04/11/24
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Date