



## MINUTES OF THE HOKOWHITU SCHOOL BOARD OF TRUSTEES MEETING

Held at Hokowhitu School on Wednesday 18<sup>th</sup> February 2015 at 5.30pm.

**Present** Brett Calkin (Chair), Lin Dixon, Tim Foss, Alison Arrow, Philip Steer, Erin Wheeler  
Daniela Hurinui, Juls Honoré

**Apologies** None

**Gallery** Sam Bradnock, Gaylene Thompson

Lin welcomed everyone and called for nominations for the position of Chairperson for the 2015 year.

Brett Calkin was nominated by Tim Foss and seconded Daniela Hurinui

There being no further nominations, Brett Calkin accepted the position of Chairperson.

### **Minutes of Previous Meeting – 10<sup>th</sup> December 2014**

‘Alexandra Construction’ should read ‘Alexander Construction’.

Also note correction of spelling to Pasifika.

**Resolved that** the minutes be taken as a true and accurate record of the meeting.

B Calkin/T Foss

### **Matters Arising**

As above

### **Action List**

All actions completed.

### **Correspondence** *Attached*

Extra correspondence:

- ~ Police could have a positive lead on the computers that were stolen over the holidays
- ~ National monitoring study – we will be participating (in term 3)
- ~ Datacomms will give us a price to change our phone system over to VOIP system.
- ~ The 2<sup>nd</sup> provisional staffing form was received.
- ~ Roll information received
- ~ Sunsafes information.

## **Principal's Report** *Attached*

At present our roll is 319.

The 2015 Charter was discussed. Very positive feedback from the Board about strengths and weaknesses, use of data etc. The Annual Plan has been developed this year giving ownership of various areas.

Moved That the school Charter and Annual Plan for 2015-2018 be ratified.

L Dixon/B Calkin  
Carried

### **ERO Visit**

ERO to arrive at either 12pm or 1.30pm and be met by school ambassadors. There will be a 1 ½ hour meeting to scope the review. Lin will cover the journey the school has undertaken over the past 2 ½ years.

Brett will be unavailable that week, but Philip and Tim will.

ERO will meet on Tuesday with some staff and then report back to the Board on Thursday afternoon (12<sup>th</sup> March) for preliminary findings.

Learning conferences are at a later date this year.

**Moved that** the school close at 2.00pm on Wednesday 29<sup>th</sup> and Thursday 30<sup>th</sup> April for Parent Conferences.

L Dixon/B Calkin

The Teaching Learning Handbook was presented to the Board.

**IES** – discussion was held on the progress so far. The Board is supportive of moving ahead with this at this stage.

### **Zoning**

A meeting will be held this Friday with College Street. Other schools have been notified by letter regarding the process at this stage, however College Street have concerns.

It is hopeful the zone will be in place by the end of Term 2.

### **Camp**

The camp is being held in Riversdale. Beach Education will not be taking place in the sea but will be done on dry land. The children will be going to the Masterton pool on the way home.

**Moved** the Principals report be accepted:

LDixon / B Calkin

## **Community** *Attached*

Need to take a new staff photo. Freedom Print to be asked to do this.

Philip has done a lot of groundwork on Trust applications for various projects. By the next meeting the Board needs to have thought about the Tiger Turf ready to make a resolution on funding sources. An extra quote is also required.

**Personnel**

To be discussed in committee.

**Staff Report** ~ *attached*

A very full start to the year .The Board feels there is a good energy around the school.

**STA Training**

The first term’s training schedule has been promulgated to the Board.

**Finance Report** ~ *attached*

**Property** ~ *attached*

The roll growth classroom is unlikely to be completed this year due to delays by the architect. There was some discussion on possible ways to proceed. At this stage we will be fine for space until the end of term 2.

A possibility would be to use Room 3. TKA could use the RTLB room once they have left. Daniela will ring Ed Services and possibly Paul Patel to see what services they could offer us.

The internal guttering in the photocopier room is causing an ongoing problem. Daniela will ring Henry’s Plumbing to get a quote for remedying this.

**Policy and Planning**

The food and nutrition and communication policies are works in progress.

Alison presented the Behaviour Management Policy which is due for review.

**Moved that** this policy be ratified

A Arrow/B Calkin.

**General Business**

None

The meeting closed at 7.50pm

Moved that the Board go into committee:

B Calkin/T Foss

Moved that Board go out of committee:

B Calkin/T Foss

**Next Meetings:      Wednesday 25<sup>th</sup> March 2015  
                                 Wednesday 27<sup>th</sup> May**

**Thursday 30<sup>th</sup> April,**

**5.30pm in the staffroom**

---

Signed..... Chairperson      Date.....

---