



MINUTES OF THE HOKOWHITU SCHOOL BOARD OF TRUSTEES MEETING

Held at Hokowhitu School on Wednesday 24th June 2015 at 5.30pm.

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

Gallery Sam Bradnock

Daniela welcomed Henry Hintz from Henry's Plumbing to talk about the roof. It appears that there is too much water over various roof lines only going into one down pipe.

Henry feels that by putting another down pipe on the side outside the staffroom would alleviate this problem. It would be a good time to do it when the new roll growth classroom is being constructed. The flashings on our existing roof also need to be repaired.

Minutes of Previous Meeting – 27th May 2015

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

B Calkin/A Arrow

Matters Arising

Action List

Daniela: Investigated container storage and showed a photo of 2 containers joined by a 'roof'. Decided that we didn't have the room and it wasn't really suitable for our needs. Daniela will follow up to see if the company can sell us one single container.

Philip: Has completed applications for funding for the turf. Some are wanting more information on the use of the turf. We need support from outside sporting agencies etc by early –mid next week.

Juls: The VOIP system will be installed during the 2nd week of the holidays. Need to action the fire alarm covers as we have now had three call outs.

Give a Little Page – will leave at this stage.

Correspondence *Attached*

Audit arrangements – to stay as is.
July roll return will be actioned next week.

Extra correspondence:

We have received an invoice from them regarding the callouts. We have 21 days in which to review the charges. Lin has written a letter of reply.

Ed Services – received a tender for the library carpet etc.

Outward:

A fixed term letter to Kym Anson T/A and a letter of acceptance
A fixed term letter to Jo Mullinger and a letter of acceptance.

Moved that correspondence be accepted.

L Dixon/B Calkin

Principal's Report *Attached*

Data: *Attached*

The data is now becoming much more meaningful.

2016 camp: The Board has approved in principle.

Community of Schools

The Northern Cluster of schools looks like it will go ahead. Brett and Lin will attend a meeting with College Street and perhaps discuss matters further.

School Year Dates 2016

As per Lin's report. To be finalised and minuted at the next meeting.

Learning Conferences

August 18th and 20th have been scheduled for our Learning Conferences.

Moved That the school close at 2.00pm on these dates

L Dixon/B Calkin

Moved the Principals report be accepted:

B Calkin/L Dixon

Community *Attached*

The PTA have asked for more quotes for the planter area down the driveway. As the new quotes may be prohibitive we may look at having brick posts with a wooden planter and seating.

Julie Christie from the PTA is actioning this.

Philip asked if we should update the website with the next ballot details. As yet the date has not been confirmed. Probably the end of September early October.

Moved that the Community report be accepted

P Steer/B Calkin

Personnel

To be discussed in committee.

Staff Report ~ *attached*

Taken as read.

The marae visit has been postponed

E Wheeler/B Calkin

Finance Report ~ *attached*

We had a very productive meeting with ASB. They offer several services other than being our school bank and their 'Get-wise' programme will fit well with our curriculum.

Moved that we approve a school visa card with a limit of \$2000.

T Foss/B Calkin
Carried

Property ~ *attached*

After further discussion on the quote from Henry regarding the roof of approximately \$6,000 it was

Moved That we go ahead with the suggested repairs as per the quote

T Foss/B Calkin
Carried

Health and Safety

Policy and Planning.

Alison presented two policies for discussion and ratification.

Moved that the Curriculum Delivery policy be ratified with changes as discussed

A Dorman/L Dixon
Carried

Moved That the School Appraisal policy be ratified with changes as discussed

A Dorman/B Calkin

Alison has also written a draft version of a Food and Nutrition policy. This policy will go to consultation with the PTA and further feedback incorporated.

General Business

Moved that the Board go into committee:

B Calkin/L Dixon

Moved that Board go out of committee:

B Calkin/L Dixon

Next Meetings:

**Wednesday 29th July, Wednesday 26th August,
Wednesday 23rd September**

Closure: 7.30pm

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