



MINUTES OF THE HOKOWHITU SCHOOL BOARD OF TRUSTEES MEETING

Held at Hokowhitu School on Wednesday 27th May 2015 at 5.30pm.

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

Gallery Sam Bradnock, Gaylene Thompson

Minutes of Previous Meeting – 30th April 2015

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

E Wheeler/T Foss

Matters Arising

Action List

Daniela: To follow up on the price and availability of a container
Matting for the deck has been investigated – to look at with property report.
Tim: Has followed up and will report in finance.
Juls: Completed
Sam: Completed

Correspondence *Attached*

Extra correspondence:

The confirmed ERO report is now available on line.

We have two quotes for the changeover to VOIP. Datacomms at \$7633.00 and Telephonics at \$6934.

Juls to further investigate fax and alarm line.

Liz Longley has accepted the fixed term position for term 3 and 4.

Ed Services presented a water damage report for insurance.

Proarch – a project cost summary.

Palmerston North City Council – code compliance certificate.

Moved that correspondence be accepted.

L Dixon/B Calkin

Principal's Report *Attached*

We had a recent fire 'drill' which culminated in 2 engines arriving plus Max Tarr. Staff will talk to children about the ramifications of this.

We will also check on the cost of 'covers' for the fire alarms.

Lin then presented her findings on a recent visit to Christchurch to visit schools with Modern Learning Environments.

Moved the Principals report be accepted:

LDixon / B Calkin

Community *Attached*

As the recent grant was not successful it was decided that the next steps would be to break the applications into smaller amounts.
Philip will get these applications underway.

Moved That We make an application to Mainland Foundation for \$10,000 to support the construction of a multisport turf.

P Steer/B Calkin

Moved That We make an application to Eastern and Central Community Trust for \$15,000 to support the construction of a multisport turf.

P Steer/B Calkin

Moved That We make an application to Blue Sky Community Trust for \$10,000 to support the construction of a multisport turf.

P Steer/B Calkin

Moved That We make an application to Lion Foundation for \$10,000 to support the construction of a multisport turf.

P Steer/B Calkin

Daniela suggested we look at the schools pages for “Give a Little”. The Board to investigate before the next meeting.

The driveway planter box update: It appears that the original person may no longer be interested in doing the job. New quotes will be more expensive. The whole frontage needs to be updated.

Moved that the community report be accepted.

P Steer/B Calkin

Personnel

To be discussed in committee.

Staff Report ~ *attached*

Taken as read.

Moved that the staff rep report be accepted

E Wheeler/B Calkin

Finance Report ~ *attached*

Lin and Tim met and looked at the funds that are committed for the year.
We need to keep \$100,000 in reserve.
\$10,000 should be put aside for painting.
This leaves approximately \$50-70,000 for projects.

There are three projects to hand.

Moved that we purchase the two sound systems for TKA and TKM, a VOIP phone system and deck matting.

P Steer/T Foss
Carried

We need to look at further projects.

Tim has also investigated the option of moving our banking to other banks and what services they may offer.

After general discussion it was:

Moved That we engage ASB as our school bank (away from Westpac) T Foss/B Calkin

Property ~ *attached*

Need to sort out the colour for the deck matting. Paddy will water blast the decks and the matting can be installed after this is completed.

Ceiling damage: Henry Hints has been in to look at the roof – he has suggested a plan which should remedy the problem.

We will go ahead with this plan and the ceilings can be done at a later date.

Health and Safety

There was general discussion on the recent Taradale primary school incident where a boy jumped out of a window and entangled his neck causing critical breathing difficulties.

We are satisfied that we provide as much supervision as we can – our duty roster has been reviewed.

We will also e-mail Brett an updated map of our school if required for safety issues.

Policy and Planning.

Alison has written a Communications policy.

Moved that the policy be accepted following amendments

A Arrow/L Dixon

General Business

Brett asked Lin for an update regarding IES. We are in the Northern cluster comprising Freyberg, Ross Intermediate, Whakarongo, Terrace End, Roslyn, Russell Street, Parkland, Winchester and Milson.

This will be further progressed by Board of Trustees but things are slow moving politically.

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 24th June 5.30pm in the staffroom**
 Wednesday 29th July
Closure: 7.37pm

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