



## MINUTES OF THE HOKOWHITU SCHOOL BOARD OF TRUSTEES MEETING

Held at Hokowhitu School on Wednesday 28<sup>th</sup> October 2015 at 5.30pm.

**Present** Lin Dixon, Tim Foss (Chair) Erin Wheeler, Juls Honoré, Philip Steer (left at 7.15pm, Alison Arrow, Daniela Hurinui

**Apologies** Brett Calkin

**Gallery** Sam Bradnock, Gaylene Thompson

### Minutes of Previous Meeting – 23<sup>rd</sup> September 2015

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

T Foss/P Steer

### Matters Arising

We have now changed to Nova Energy.

### Action List

To be discussed further in the meeting.

### Correspondence *Attached*

#### Extra correspondence:

Inwards ~ Tender documents have gone out for the new roll growth classroom. Tenders close at 4.00pm on 10<sup>th</sup> November.

Paperwork has been received for the year 3 sleepover on Friday 30<sup>th</sup>.

Request from the Churches Education Commission to carry on with CRE in 2016.

**Moved that** inwards correspondence be accepted and outwards endorsed L Dixon/A Arrow

### Principal's Report *Attached*

#### Community of Learning

Lin has outlined a 'brainstorming' session on the latest information from the Papaioea North Community of Learning. After general discussion there was a general consensus that it will work for our school.

**Moved That** we officially join the Papaioea North Community of Learning.

L Dixon/E Wheeler

Carried

The ESOL report will be discussed at the next meeting.

**Moved** the Principals report be accepted:

L Dixon /T Foss

## **Community** *Attached*

Philip presented a comprehensive report on the pool heating project for the Board's perusal and decision.

As the costs are fairly substantial and after general discussion it was decided that Philip will re-investigate the full costs and delay the application until next year.

## **Shade Sails:**

**Moved That** we approve the process to install a membrane canopy (after obtaining full costings) outside Rooms 8, 9 and 10. The Board will confirm the purchase by e-mail.

P Steer/T Foss

Need to look at applying for grants for both the main camp buses next year and the Regent for our bi-annual production. Also grant follow-ups for this year to be completed.

**Moved that** the Community report be accepted

P Steer/L Dixon

## **Personnel** *~ attached*

## **Staff Report** *~ attached*

There was discussion on the purchase of Reading Eggs and Mathletics for 2016. Erin will confirm the price for these ( Reading eggs years 1-3 and Mathletics years 4-6). This will be trialed for 2016 and a formal note will go home with the children outlining the process. The school donation for 2016 will help fund this.

## **Finance Report** *~ attached*

Tim presented a draft copy of the 2016 budget.

~ aPlus rental – suggested that we look at increasing this rental to \$300 per week. A review should be carried out in November each year.

~ The Donation to stay the same for next year

The 2016 budget will be presented at the next meeting for approval after Tim has made changes.

## **Property** *~ attached*

The Pirate Ship is in need of revamping and the children would like it to stay. It was agreed to go ahead with the revamp (replacing the main logs) and adding accessories (which the builders may have ideas for such as a steering wheel etc) to the complete value of \$8,000.

Tribro's quote to be confirmed for Rooms 8,9,10.

## **Health and Safety**

## **Policy and Planning.**

CRE consultation to the community to be carried out in next couple of weeks.

## **Assessment Policy:**

After a change it was:

**Moved That** this be ratified and come up for renewal in September 2017

A Arrow/E Wheeler

Self Review Policy

There being no changes it was:

**Moved That** this be ratified and come up for renewal in October 2017.

General Business

An earthquake drill was held on Shakeout day. The Fire Alarm was set off by a spider in aPlus necessitating the evacuation of the school.

**Moved that** the Board go into committee to discuss personnel

T Foss/L Dixon

**Moved that** Board go out of committee:

T Foss/L Dixon

**Next Meetings:                      Wednesday 2<sup>nd</sup> December**

**Closure: 7.30pm**

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

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