



MINUTES OF THE HOKOWHITU SCHOOL BOARD OF TRUSTEES MEETING

Held at Hokowhitu School on Wednesday 29th July 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, Gaylene Thompson

Minutes of Previous Meeting – 24th June 2015

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

B Calkin/E Wheeler

Matters Arising

Action List

Daniela: Investigated container storage and found the contact does not sell single containers. Sam will ring another contact tomorrow.

Sam Has 6 letters of support for the turf.

Juls: Still to action the fire alarm covers as we have now had three call outs.

Correspondence *Attached*

Extra correspondence:

- ~ Auditor General regarding audit arrangements for 2015-2017
- ~ An e-mail from the MOE regarding new height regulations (with regards to ladders etc) which came into effect from July 1st
- ~ A letter from the court regarding the IT equipment which was taken from the school – the culprit has been ordered to pay repartion of \$2500 to the school.
- ~ Ministry of Education – Operations grant

Moved that inwards correspondence be accepted and outwards endorsed L Dixon/B Calkin

Principal's Report *Attached*

School Year Dates 2016

Moved That the school commence on Tuesday 2nd February for the children and finish on 16th December 2016

L Dixon/B Calkin

Moved the Principals report be accepted:

B Calkin/L Dixon

Community *Attached*

The PTA met yesterday with the first meeting run by the new Chair – Julie Christie. They raised approximately \$10,000 from the raffle for the new turf. We have yet to hear from 2 grant applications.

Moved that the Community report be accepted

P Steer/B Calkin

Personnel

To be discussed in committee.

Staff Report ~ *attached*

Taken as read.

The speaker system has been installed and is running well with some adjustments.

E Wheeler/B Calkin

The spellathon has had a varied response.

Finance Report ~ *attached*

Tim presented the financial report with a 6 month result.

Income is well up on the budget, donations are on budget and curriculum/learning resources have money to spend.

The Board to think of ways to best use the money in the bank i.e. admin, resources etc.

Moved that the financial report be accepted

T/Foss/L Dixon
Carried

Property ~ *attached*

Overall the matting recently installed on the deck and steps is OK, but if we have a very heavy frost it can tend to be slippery.

The roll growth classroom will go out to tender on 20th August.

Health and Safety

Ladders are now for 'access only' i.e. to go up on to a roof or to change a lightbulb. The legislation (which came into effect on 1st July) is still a little gray so Daniela will go through this and advise. In the interim we will advise Paddy not to go up on to a ladder unless it is for access only.

Alison will also liaise with Daniela so that the Health and Safety policy which is due for renewal reflects this.

Policy and Planning.

Alison presented two policies for discussion and ratification.

Moved that the Financial policy be ratified

A Arrow/T Foss
Carried

Moved That the EOTC policy with discussed amendments be accepted and ratified
A Arrow/B Calkin

General Business

Brett and Lin recently attended a Community of Schools meeting (now called a Community of Learners). Each school's representative spoke.

There are 2 options available to the school at the moment with regard to joining a 'cluster'.

There is also still much to discuss and fine tune before we make the decision such as interim meetings with NZEI and the Manawatu Principal's Association.

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 26th August,**
 Wednesday 23rd September

Closure: 7.35pm

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