



MINUTES OF THE HOKOWHITU SCHOOL BOARD OF TRUSTEES MEETING

Held at Hokowhitu School on Wednesday 30th April 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 – 25th March 2015

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

A Arrow/T Foss

Matters Arising

Action List

Lin: Has received an e-mail from Peter Harrison, written a reply and received one back.
The bark has been done on the playground
Philip: No news on the turf application as yet.

Correspondence *Attached*

Extra correspondence:

~ Michael Young draft ERO report
~ Enrolment zone

Outwards:

~ Response to Ross Chalmers
~ Response to Peter Harrison

Principal's Report *Attached*

Liz Longley expressed interest in Term 4 position.
Library – flood on the carpet to be referred to Proarch
Storage – Daniela to follow up on container

Data: the most recent data was presented to the Board (attached) showing a base level to build on.
Sam will send the Board the writing data.

Enrolment zone:

There was discussion on the enrolment zone which will come into effect on 20th July this year.

The advertisement will go into the newspaper this Saturday.

A personal phone call will be made to all existing enrolment applicants detailing the process and asking if they still wish to be considered.

The 2016 ballot will be held early in term 4.

Grateful thanks was passed on to the sub committee.

The zone will be reviewed in May 2016.

Moved the Principals report be accepted:

LDixon / D Hurinui

Community *Attached*

There was general discussion about the website and areas of 'tidying up'. The CRE values will go under 'General'.

The BOT newsletter to go out shortly.

P Steer/B Calkin

Personnel

To be discussed in committee.

Staff Report ~ *attached*

A very positive start to the term.

Reports have been completed leading into learning conferences.

Staff have had a very successful PD with Dinah Harvey and a great Bangers and Maths evening with parents.

ANZAC day was celebrated and remembered throughout the school – in classes, through the assembly and with representatives attending the ANZAC service.

TKA and TKM will be on camp next week.

Finance Report ~ *attached*

3 months into the year and we are tracking under budget.

The PTA have approximately \$9,000 in their account.

The photocopier has been upgraded – the old one will be picked up and another new one still to come.

Perhaps it will be prudent to look at donations next year.

The sports uniforms have been very well received and utilized.

Tim will look at some options for funding and the accounts by the next meeting.

Policy and Planning.

Alison has reviewed the policy on discretionary leave.

Moved that the policy be accepted following changes made:

A Arrow/B Calkin

Juls to check drop box and ensure all policies are up to date in folder.

A communication policy has been drafted.

Property ~ *attached*

A lighting assessment to be done.

Daniela will pursue matting for the decks.

A list of contacts to go up in the office of appropriate people to ring in case of emergency – i.e. plumber etc.

General Business

Registration for STA training can be done on the website

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 27th May
 Wednesday 24th June**

5.30pm in the staffroom

Closure: 7.19pm

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