



MINUTES OF THE HOKOWHITU SCHOOL BOARD OF TRUSTEES MEETING

Held at Hokowhitu School on Wednesday 14th December 2016 at 5.30pm.

Present Brett Calkin, Tim Foss, Lin Dixon, Juls Honore, Philip Steer, Alison Arrow, Carlee Hodge (Staff Rep), Andrew Hill, Mike Campbell

Gallery: Sam Bradnock, Helen Griffin

Apologies

Minutes of Previous Meeting –16th November 2016

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

T Foss/P Steer
Carried

Matters Arising

Action List

Brett Still to progress

Sam Waiting to hear on official evacuation scheme.

Correspondence ~ Attached

Plus Playground report
Royal Society of NZ – contract and pay information for Reece in 2017
NEMP
Andrew Woller has signed up as a Fixed Term

Moved That the inwards correspondence be accepted

L Dixon/T Foss

Moved That the outwards correspondence be approved

L Dixon/T Foss

Principal's Report ~ Attached

School roll is 389

The opening roll is healthy and Lin feels the balance of class numbers is good.

The Charter and Annual Plan is due to the Ministry of Education in march.
These need to be ratified at the first BOT meeting in February of 2017.

EOTC ~ Mt Bruce is now not an option as the numbers are too large. Other options are being considered.

The concept will be a great overall experience and has the full support of the Board

Achievement/Reporting

Data is attached and the STAR progress is very good.

The data is still to be mined more thoroughly to offer more tailored programmes to children.

There will be a new report format for next year which will come out to parents twice per year.

Moved That the Principal's report be accepted

L Dixon/B Calkin
Carried

Community

Philip is in the process of applying for a grant for the EOTC week next year.

Moved That The Hokowhitu School Board of Trustees make a request to Infinity Foundation for \$3,400 to support attendance and participation in EOTC Week activities.

P Steer/B Calkin
Carried

Personnel

To be discussed 'in committee'.

Staff Report ~ *Attached*

TKT have recently held the sexuality education programme overseen by Family Planning
There have been some good 'spin-offs' from the programme and it has made a significant difference in some lives.

This is a year 5 and 6 programme run on alternate years.

A survey has gone out to parents with good feedback.

The Board passed on their thanks to the teachers.

Moved That the Staff Rep report be accepted

C Hodge/Lin Dixon

Finance Report ~ *Attached*

Banked staff is 'down' for the first time in a while but should come right over the school holidays when no relievers are being used.

Budget: We are budgeting for a small loss next year.
 There is an increase in the teacher aide budget.

The draft budget was discussed and:

Moved That the draft budget - with small amendments made (such as no election expenses next year) be approved.

T Foss/B Calkin

There was discussion on the 'Wrap it Up service' This was approved by the Board to start next year

Moved That the Finance report be accepted

T Foss/B Calkin
Carried

Property

Andrew to get quotes for the interior roof tiles early next year.

There was robust discussion on the requirement (following the playground report) to get extra bark on the playgrounds.

Mike will co-ordinate with Lin on when Clearflo can excavate – then we will order bark and see if Tribro can do the edgings.

Outerlife – Mike has contacted Outerlife regarding the upgrading of the school frontage. The cost will be between \$25,000 - \$30,000. A provisional plan was presented and the overall concept is good.

There will be exposed aggregate on the paths

The actual species of plants needs to be fine tuned and Mike will try and have this information by the next meeting on 15th February.

Heat pumps for aPlus: The cost is \$6600 inc GST.

The BOT approved this and to be done asap.

Lin presented options for the painting of the walls in the toilets

Health and Safety

The sickbay report for last month is attached.

Philip remarked that a heavy vehicle belonging to the contractor was moving when children were about. The Board will talk to Proarch re-iterating the terms and conditions of the contract.

The pool signs looks good and Kevin will help with the chemicals.

Policy and Planning

Alison attended a Sports Manawatu Vulnerable Children's Act meeting.

She is in the process of drafting a comprehensive policy.

There was discussion on police vetting and along with this we need to develop a culture of all round safety.

General Business

The dates for the Board meeting next year in Term 1:

- February 15th
- March 15th
- April 12th

Moved That the Board go into committee to discuss personnel B Calkin/T Foss

Moved that Board go out of committee: B Calkin/T Foss

Next Meeting: **Wednesday 15th February**

Closure: 7.50pm

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