



MINUTES OF THE HOKOWHITU SCHOOL BOARD OF TRUSTEES MEETING

Held at Hokowhitu School on Wednesday 18th May 2016 at 5.30pm.

Present Tim Foss, Brett Calkin (Chair) Sam Bradnock, Juls Honoré, Philip Steer, Alison Arrow, Daniela Hurinui, Helen Griffin (Staff Rep)

Apologies Lin Dixon (Sabbatical)

Minutes of Previous Meeting – 13th April 2016

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

D Hurinui/B Calkin

Matters Arising

Nil

Action List

- Daniela School frontage – Jeff Baldwin has had a look at the project – no price as yet. There is also a place in Longburn that can supply the trees but we need to plant them.
“Treemendous” has a grant available to schools and applications can be done for 2017.
Perhaps the next Board could make this project a priority and have it done well and quickly.
- Juls Contract Insurance for the new build has been followed up. This is in place and the insurance date extended to 18th June when work is expected to be completed. A grant to the Lion Foundation for the hire of the Regent has been completed and sent away.
- Sam Pirate ship staining – Paddy will do this on fine days.
- Philip Has obtained a quote for Judder Bars at the main entrance. The cost is approximately \$1700 + GST and then an extra cost for fitting. These will be placed at the front gate and then by the chain. The chain will still be used.
Sam will organise this.

Correspondence *Attached*

The construction of the Shade Sail will start on Monday. This should be completed in three days – weather permitting.

A quote has been obtained from Sitech for a sound system in the new Kete.

The cost is \$15973.00.

Moved That we proceed with the above quote

S Bradnock/B Calkin

Moved that the correspondence be accepted.

B Calkin/S Bradnock

Principal's Report *Attached*

Sam recently attended a Health and Safety meeting

Recent PD was held regarding the Community of Learning (COL).

Brett outlined that at the moment the COL have a mission and goals. It needs a Principal Leader, 5 teacher positions then another possible 20 other positions. There is substantial funding for the cluster which is hoped to be up and running by February 1st 2017.

Each Board will need to be represented – 11 schools.

Brett questioned how the governance was going to work and it seems that there are still a lot of unanswered questions.

Data

The PAT tests were sent to NZCER in March for marking – they did come back but were missing children's names.

Sam questioned whether it was time to start doing these tests on devices rather than paper. The Board agreed. Data should be available for the next meeting.

Moved That the Principal's report be accepted

S Bradnock/B Calkin

Community *attached*

The PTA are buying a cargo net for the fort

The T-ball uniforms should arrive next Tuesday and the netball ones as soon as possible.

Sports draws will be added to the website

Philip asked about the ballot for next year's pupils. A probable date will be the 2nd to last week of Term 3.

P Steer/B Calkin

Personnel

To be discussed 'in committee'.

Staff Report *~ attached*

"Exploration" is the main theme this term.

The Life Education truck has been here and there have been some great sessions and good feedback.

We have 2 Massey students with us.

Good feedback has been received from outside the school regarding the New Entrant visits and transition.

Moved That the Staff Rep report be accepted

H Griffin/P Steer

Health and Safety

Reece Hawkins is the Health and Safety Officer

- Staff have done a hazard register and Paddy is working through this to rectify any hazards
- As there is an increasing number of technical devices being used there is a need for either new power points or multi boxes with power surges. Reece will go around each class to see what the best fit is (either power points/multi boxes) and report back to Sam.
- Need to purchase 4 low step ladders for staff to use safely.
- The pool is potentially a minefield area of hazards. This will be closely looked at before next season and a decision made whether it can be open to the public after school hours.
- The Palm Trees out the front have dead fronds which can be dangerous when they fall. Contact an arborist to remove the fronds and ask to be placed on a maintenance plan so that this can be carried out annually.

Finance Report ~ *attached*

The 2nd instalment of the operations grant has been received.

Tim has received information on ASB school banking. It seems a fairly straightforward process. Possibly approach the PTA and see if anyone is willing to take this on.

There has been a request for Chrome Book purchases. While this is fine in theory, we need an ICT purchase and use plan so that we are not buying things ad hoc.

Moved That the Finance report be accepted

T Foss/B Calkin

Property

As before

Policy and Planning.

General Business

Kapa Haka – there is potential to start this again soon. Sam is just working through the process.
aPlus – Juls will e-mail the Board when this has been resolved.

This is the last meeting of this Board and the new Board will take effect on 22nd June (next meeting). Brett thanked the Board for the last three years. A great team and the Board have achieved some wonderful things for the school.

Philip thanked Brett on behalf of the Board for his leadership and work over the last three years.

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 Meetings: Wednesday 22 June 2016

Closure: 7.50pm

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