



MINUTES OF THE HOKOWHITU SCHOOL BOARD OF TRUSTEES MEETING

Held at Hokowhitu School on Wednesday 15th June 2011 at 7.00pm.

Present Catriona Jenkinson (Chair), Erin Wheeler, Carletta Macdonald, Brett Calkin, Wendy McTaggart, Juls Honore, Christina Cooper, Geedha Reid, Allan Alach, Darlene Woodhead, Gaylene Thompson,

Apologies: None

Minutes of Previous Meeting – 18th May

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

Brett Calkin/Catriona Jenkinson

Matters Arising

Nil

Action List

Allan met with Shane Lewer from Proarch: There is still a small amount of money which could be used for the staff carpark.

The new system is prioritised:

- Health and Safety issues
- Modern teaching Spaces
- Refurbishment

Learning Academy: A draft agreement has gone to Kevin – Allan to follow up.

Carletta still to purchase gift.

Brett still to look at the pool roof.

Correspondence

- Min of Ed transforming RTLB cluster
- ERO school reviews
- Min of Ed has received our annual reports
- Min of Ed requesting Charter

Moved that the Board go into committee:

Moved that the Board go out of committee:

Brett Calkin/Catriona Jenkinson

Catriona Jenkinson/Brett Calkin

Principal's Report *Attached*

School roll:

The school roll and subsequent staffing is of concern. We have a large number of new entrants coming into the school.

In order to qualify for another teacher our roll needs to be around 330.

Allan will look at the staffing figures over the next few days to see how we can best serve the needs of the school.

He will contact the Board by e-mail as things progress.

PAT Maths Results:

This is a multiple choice test.

There is a reading component in the test so if children are struggling with reading it will not be a true test of their maths in this particular test.

Allan presented the results. The year 4 and 5 results are OK and the year 6 results are not so good.

There is some feeling amongst Principals and teachers that the Numeracy project is not working. We may revisit our maths programme.

Finance Report

Moved That accounts as presented be passed for payment

Darlene Woodhead/Geedha Reid

The Heat Pumps are working well – they have not yet been completed but it is hoped that it will happen in the next couple of weeks.

Budget feedback from staff meeting:

All teams require reading and maths resources. The Board has approved \$5000. Staff will need to work through team and curriculum leaders.

A concern was expressed about the use of computers in the school. This is a management issue which will be assessed.

Chairperson's Report

Nil

Property

Nil

Personnel

Nil

Staff Representative – *report attached*

Both the day and overnight zoo trips were very successful. The Kiwi overnight trip classes had very successful fundraising ventures which substantially lowered the cost for the children.

It was suggested that the children who participated in the inter-school cross country write to the owners of the farm thanking them.

Community/PTA

The school disco will be held this Friday. A paid DJ will be running the evening. The staff will be rostered to be present at some stage during the evening.

There will be a pie fundraiser next term for the Tui Team camp.

General Business

GLOSS

Erin outlined GLOSS testing and presented the Board with examples of how the test is run and where the children should be achieving. It is a verbal test where the children (once they have given their answer to a question) are asked to explain their strategy.

6 Year Net

Gaylene tabled the 6 year net report. The results are of concern. It appears that many new entrants are ill-prepared for school and visual tracking is a major problem. The Kiwi Team are supporting these children as much as they can and Gaylene thanked the Board for the resources.

Asset Register

Allan will talk to John Allott about this as it is a priority. In the meantime we can take photos of all school spaces so at least there is a visual register.

Trustee Code of Ethics

Cat presented the Board with the Trustee code of ethics.

It was **Moved That** we adopt this code of ethics and include it with the charter.

Allan/Alach/Brett Calkin
Carried

Meeting Procedures

Brett will send out information on meeting procedures before the next meeting.

Charter

Our Charter is due to the Ministry by July 1st. Allan will get the Charter to the Ministry by then but at the next meeting there will be a short business section and the charter will be the main focus with questions, brainstorms, ideas for community consultation and time frames.

Digital Visit

There is a Board digital classroom visit to Russell Street on 22nd June.

Closure: 9.00pm

Next Meeting: **Wednesday 13th July** 2011 at 7pm in the staffroom.

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