



MINUTES OF THE HOKOWHITU SCHOOL BOARD OF TRUSTEES MEETING

Held at Hokowhitu School on Wednesday 2 March 2011 at 7.00pm.

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

Apologies

Catriona welcomed everyone back.

Minutes of Previous Meeting – 8th December

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

C Jenkinson/D Woodhead

Matters Arising:

The wireless system is in and working well.

The reading books (granted by the BOT at the end of last year) have mostly been purchased. The staff are very grateful.

The uniform is looking good at the moment.

Action List

Correspondence

- A card was received from Cecily Hoskins thanking the BOT for support when her Mum passed away last year.
- Juls has requested a weeks leave for the last week in term 2 – approved.
- ACC has advised of a change to the document regarding ACC funded teacher aides (we have none at present.)
- Kakapo team requested approval to take the year 5/6 children on a camp to El Rancho from 29th June – 1st July – approved.
- Rooms 15 and 16 in the Kiwi team have asked for approval to go to the Wellington Zoo for a sleepover on 2nd June. The cost is \$35 per child each night plus the cost of the bus (fundraising is being done). Approved.
- The PE and Health committee would like a trolley to hold PE gear – approved.

Principal's Report *Attached*

Following the earthquake we are getting enrolments from displaced Christchurch families. Carletta will organise a 'welcome pack' for them.

Ben and Allan have recently attended the ICT Cluster conference in Rotorua – very affirming.

National Standards:

There was general discussion on the national standards with a view to deferring the implementation until the end of 2011. The BOT discussed various options.

Moved That: We delay officially implementing National Standards until the end of the year, but work towards (with progress reports each Board meeting) having everything in place by the end of the year.

B Calkin/D Woodhead
Carried

Following a workshop that Wendy attended, an acronym was used to bear in mind with relation to the standards:

R – rules **I**- integrity **G**-good **H**- harm **T**-truth

Finance Report

Funding slashed by 20K this year – we are funded on actual not predicted roll

Depreciation – look at replacing equipment.

There was general discussion on computer usage.

The bottom line for this year is to be prudent.

Capital Works rules are changing – Allan and BOT member to meet with Shane (and Paul Patel) to discuss changes.

A site survey needs to be done at the end of this year and early next year.

General discussion on projects – the staff carpark to be done this year? Rooms 1 and 2 – mid 2012.

Moved That accounts as presented be passed for payment

C Jenkinson/D Woodhead

8.10pm – Geedha made apologies and left meeting – before she left Catriona asked if everyone was happy with the portfolios. Geedha to help Darlene with finances.

Allan took over as Chair for meeting.

Nominations were called for position of Chair for 2011.

Nominations: Catriona Jenkinson
 Darlene/Brett
 Carried

Catriona then took over as Chair of the meeting.

Moved That the Budget be approved

B Calkin/A Alach

Chairperson's Report

Property

Air Conditioning Grant: The recent grant to Central Energy Trust was successful with 85% of the grant applied for approved. This gives the school a total of \$39,000 – the total project is \$54,000 – leaving a shortfall of \$13,000.

Fujitsu have agreed to carry over the deal (this should have been completed in the January holidays). The quote also includes cages and 6 monthly servicing.
If the Board decide to proceed with the project – we will need to pay the full amount and claim back the money from Central Energy Trust.

Moved That we go ahead with the project and have the heat pumps installed in the April holidays.
B Calkin/A Alach

The pool roof can be done next year – Brett will check the condition of the roof.
The changing rooms need a spruce up – a working bee to do this.

Personnel

All new staff have settled in well and general staff morale is good.
Senior management are getting release.
The Board would like to provide staff drinks/nibbles after school on Friday 11th March.

Staff Representative

The whole school is doing a ‘Best Foot Forward’ unit.

Kiwi team – Emily McMillan is doing road safety with the Kiwi Team.
- The new Entrant class is growing.

Tui Team - Team wide unit on conservation and sustainability unit about fish – guest speaker to be involved.
- recently had swimming sports

Kakapo team – triathlon next Tuesday.
- team are all participating in badminton, golf coaching,
- poetry festival on April 1st.
- Volleyball (in conjunction with the secondary school champs)

The whole school will do a Civil Defence unit in Term 4.

A student council will be established shortly to develop leadership. They will also look at hazard identification.

Community/PTA

The parent club had 14 parents attending the first meeting.
There will be a Twilight Carnival on April 1st – food and some activities. Bands, haybales and picnics, mini bikes, carpet rides – lollies and fudge – cake auction, teacher races, dads in high heels etc.

Fliers will go out advertising the evening.

There will be a quiz night during the 2nd term.

General Business

Holiday Fun have started up a Sports Academy, Leisure Academy and Learning Academy. Erin Wheeler and Kevin Hill are Directors of the Learning Academy. At present Erin is working developing and presenting a maths and writing programme two days a week after school. There was general discussion on possible conflicts of interest and guidelines for after school activities based at the school.

Allan will talk to Kevin about formalising an agreement.

Moved That: The Board is happy for Erin to be part of such an academy but would like a formal agreement to be written up.

B Calkin/C Jenkinson
Carried

Annual and Strategic Plan attached.
Charter covered.

A parent survey to be done this year – hard copy and online.

Behaviour Management Plan: all running smoothly and procedures being followed.

Closure: 9.20pm

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

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