

**Hobsonville Point Schools Board  
Minutes for the meeting held on  
9 November 2023 @ 4.40pm  
Hobsonville Point Secondary School**

**Present**

Meredith Kennett, Kirsty Dowding, Daniel Birch, Graeme Aitken, Katie Dobson, Nathan Rarere, Charlie Howlett (New Student Rep), Leilarn Rankin, Maliina Pomare-Greer,

**Apologies:**

Reid Walker (New Staff Rep)

He whakatauki kō Daniel

**Minutes of Meeting**

- The Minutes from the previous board meeting held on 21 September 2023 were given to the board prior to this meeting.

**Motion: That the Minutes of the Meeting dated 21 September 2023 are a true and correct record**

**All in favour - carried**

**Matters Arising from the previous Minutes**

- There were no matters arising from the previous Minutes.

**Conflicts of Interest**

- There are no conflicts of interest to advise.

**Correspondence**

- Meredith presented the correspondence report and said that part of the correspondence has been moved to Confidential meeting.

**Principal's Primary School Report**

- Daniel spoke to the Principal's report dated 9 November 2023 which the board were able to review prior to the meeting.
- Daniel said achievement data will be in his next report.
- Class placements are currently underway with the assistance of a software called PLUTO, information will be shared with the parent community in the coming weeks.
- Daniel said there are three staff leaving at the end of 2023 and one position is currently being advertised.
- Staff are currently involved in reflecting with Growth cycle and the SLT team have an added layer to their responsibility cycle with key reflections on the old standards.
- Budgeting is underway for 2024.

**Motion: The Primary School Principal's Report dated 9 November 2023 is accepted as tabled.**

**Moved: Daniel**

**All in favour – Carried**

### **Principal's Secondary School Report**

- Kirsty provided her report to the board dated November 2023 which the board were able to review prior to the meeting.
- Kirsty advised the board with a snapshot of student attendance and student achievements.
- Kirsty spoke about the Gifts expenditure and would like to keep it as it has been in past practice which is around \$50 per year for a foundation staff member. We would like to keep this practice in place for the remainder of those foundation members. At the Secondary School there are around 8 Foundation members left.
- Kirsty said in 2024, the SLT wants to do a full timetable review to implement in 2025. However, with increased student numbers and pressure on staff numbers, a slight change in the timetable for 2024 will significantly reduce the number of teachers either under/over the timeline, and provide additional structure for students. Kirsty proposes a change to Wednesdays only and explained how this would look - possibly pulling away from Hub60 which is generally a study period.

**Motion: The Secondary School's Principal's Report dated 9 November 2023 is accepted as tabled.**

**Moved: Kirsty**

**All in favour - Carried**

**Leilarn arrived at 5.05pm**

### **Business Committee**

- Graeme spoke to the business committee minutes and the Business Managers Report dated November 2023.
- Graeme outlined some of the points in the report and which the board discussed briefly.

**Motion: Approve the asset lives as set out in the business managers report**

**Moved: Graeme**

**Seconded: Daniel**

**All in favour**

**Motion: The Business Managers report was received and accepted**

**Moved: Graeme**

**All in favour**

**Manaaki Report**

Kirsty said that Victoria joins SLT weekly to discuss case conferences around high risk students. Kirsty said this was a great way for SLT to be aware of and support student and teacher needs and that Victoria's team could also be better supported..

### **Student Report**

Meredith advised Charlie of his responsibilities as a student rep. Meredith said Charlie's main job was to bring the voice of the student rep to the board and he wasn't expected to provide a written report to the meetings.

Charlie did however present the board with a student rep report dated 9 November 2023 which the board were able to review prior to the meeting.

### **The board moved into confidential @ 5.32pm**

- Motion: The Presiding Member asked that the public be excluded from the following part/s of the proceedings of this meeting as named in the Agenda.

*The grounds are that the matter is one of personnel and the reason is to protect the privacy of the individual/s. This motion is proposed to comply with Sec 48 of the LGOI & M Act 1987 and the special requirements when moving to exclude the public. [In legislation section of the NZSTA Handbook]. Topic: discussed in the absence of the public - minutes kept in Public Excluded Business minute book*

### **The board moved out of committee at 6.00pm**

### **General Business**

Strategic planning update

Meeting closed at 4.49pm

Presiding Member: 

Date: 7 Dec 23

**Resolutions Passed**

- Approval of asset lives as set out in the Business Managers report

**Actions:**

- No actions at this meeting