

**Hobsonville Point Schools Board of Trustees  
Minutes for the Meeting held on 11 May 2020  
Virtual Meeting on Google Zoom @ 4.30 pm**

He Whakatauki Ko Selena  
E raka te mauī, e raka te katau  
A community can use all the skills of its people

**Present**

Daniel Birch, Graeme Aitken, Maurie Abraham, Selena Wong, Ashley Pierce, Nathan Rarere, Meredith Kennett, Maliina Pomare-Greer, Ngahuia Lott

**Apologies**

**Phillip Jellyman**

**Minutes of Meeting**

- The Minutes of the meeting held on 2 April 2020 had been reviewed by the Board prior to this meeting.

**Motion: That the Minutes of the Meeting dated 2 April 2020 are a true and correct record.**

**Moved: Graeme**

**Seconded: Maurie**

**Carried**

**Matters arising from the Minutes**

- Maurie advised the Board that the procedure assurance documents were in the board folder for review.
- Meredith to provide a copy of letter for file (11P)

**Conflicts of Interest**

- There are no conflicts of interest

**Correspondence**

- The correspondence was available for the board to access in the board folder.
- Meredith advised the board that they were able to submit a vote for the NZSTA President and NZSTA board members. Voting papers were in the board folder. Bios for these candidates were not available to the board at this time and Maliina said she would request a copy is given to the board

- Meredith said during this time she hadn't collected any other mail for the board.

### **Principal's Primary School Report**

- Daniel spoke to the Principals school report dated May 2020 which the Board received a copy of.
- Daniel said he was ok with families who made the decision to keep their children at home during level 2 COVID - a school newsletter will go home to all families about level 2 which will include a registration form to complete if parents wish to keep their children at home.
- Daniel said the school would continue with offsite learning for children who were kept at home.
- Daniel has requested to move his sabbatical leave to Term 2, 2021.
- Daniel spoke about Scott Point School and it's plans to open a temporary site in Term 1, 2021.
- The Board moved the following motions:

**Motion: The board approved that Daniels sabbatical leave will be taken in term 2, 2021. This overrides previous motions made by the board.**

**Moved: Nathan**

**Seconded: Graeme**

**Carried**

**Motion: The Principals Primary School Report is accepted.**

**Moved: Maurie**

**Seconded: Nathan**

**Carried**

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

- Maurie spoke to his Principal's school report dated May 2020 which the board were given a copy of.
- Maurie said Planning for moving into and operating within Alert Level 3 has been carried out and implemented. No students attended school during Alert Level 3.
- Maurie said we will need to revisit our 2020 Action Plan and amend our goals, actions and targets as a result of COVID19. Maurie attached a document for the board to review which captures our thinking around the action plan with suggested actions to be amended and suggested changes to be made.
- Mauries response to picking up students' anxiety around NCEA. Maurie said staff have been working in teams to see how they can cross credit in multiple learning areas.
- Maurie said there are two policies there for the board to view.
- The board were able to view the plan put in place at Level 2 - COVID19.

- Maurie said Policies for review this term are as follows and asked the members to go into the school docs website to contribute to the review:
  - Documentation and Self-Review (BOT)
  - Employer Responsibility (BOT and Staff)

**Motion: The board move the Principals Secondary School Report is accepted.**

**Moved: Maurie**

**Seconded: Selena**

**All in favour**

### **Finance & Property Report**

- Graeme recommended a mid year meeting to reassess where we are at with the current budget and what effect COVID19 has had on the budget.
- Graeme said where there is a slightly unusual rise in the BOT budget, this is due to the related costs of COVID19 expenses being assigned to the BOT line in the interim.
- Graeme said we estimated that school donations may be down under the current circumstances. We are fortunate though that it does not impact significantly on what we are doing because of the surplus situation that we are faced with.
- Maurie said schools who purchased chrome books whilst in lock down have now been reimbursed. There is support by the government for certain spends during COVID19.
  
- The Board moved the following motions:

**The April Business Committee Report Minutes and noted the commendation that Jill wrote about the Principals in regards to their leadership leading up to level 3 and 4 during COVID19**

**Moved: Graeme**

**Seconded: Ngahuia**

**All in favour - Carried**

### **Health and Safety Committee**

Graeme said there seems to be a significant increase in mental health concerns pre covid lockdown. Graeme said this data has been very helpful in assessing concerns of some students and it would be a good idea to have this monitored moving forward.

**Motion: That the Business Managers report is read as tabled.**

**Moved: Graeme**  
**Seconded: Nathan**  
**All in favour - Carried**

### **Student BOT Rep**

No official report this month, but a few comments were made:

- Maurie said he would like to acknowledge Selena and the other Kaiarahi students for their encouraging video that was posted on Facebook to support the other students. Maurie said it was the Kaiarahi that made him aware of how students were feeling around NCEA. Their ability to communicate through their facebook page has been really good.
- Meredith said she would like to acknowledge Selena and the kaiarahi for being great role models for the primary school leaders group. Graeme said it's nice to see a good chunk of the primary school having te reo included in their student support.

### **General Business**

- Meredith asked the board about their vote for NZSTA President. Lorraine Kerr - Current President. Meredith said she doesn't really know much about any of the others. Meredith said as a board do we want to continue to support Lorraine or do we vote for someone else. Meredith said it closes on 28 May. Meredith suggested we read through the profiles which Maliina will organise to get these sent.
- For the other voting paper we can vote for up to 6 people. Graeme will submit our board's vote as Meredith is standing for election.
- Meredith said just a follow up with the NEPAL trip, the insurance company is still processing our claim. Maurie said we are in a fairly good position because ANTIPODEANS cancelled the trip rather than the school. Each individual student has paid \$8,500 and the trip was supposed to take place in the school holidays (15-19 students have been affected).

Meeting finished at 6.00pm.

**Next Meeting 18 June 2020 4.00pm at the Secondary School**

Chairperson: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_



**Motions:**

- **The board approved that Daniel will take sabbatical leave in term 2, 2021.**

**Actions:**

- **Maliina to send to the Board Bios of NZSTA candidates.**
- **Graeme to submit NZSTA vote on behalf of the Board.**