

**Hobsonville Point Schools Board of Trustees
Minutes for the Meeting held on 4 March 2021
at 4.00pm Virtual Meeting**

Present

Daniel Birch, Maurie Abraham, Graeme Aitken, Maliina Pomare-Greer, Nathan Rarere, Ngahuia Lott, Aman Devta (student), Phillip Jellyman, Ashley Pierce

Apologies

Meredith Kennett

He whakatauki kō Ngahuia

He moana puke puke e ekengia e te waka
A rough sea can still be navigated

Meredith had given her apologies. Maurie nominated Graeme to be the Presiding member which Graeme accepted.

Graeme suggested that the meeting start with Daniels Report as Daniel needs to be excused from the meeting early. Following Daniels report the meeting will continue as per the Agenda items.

Principal's Primary School Report

- Daniel spoke to the Principals school report dated March 2021 which the Board received a copy of prior to the meeting.
- Daniel said that we have managed the first lockdown well, it has been a challenge for staff as they came back very tired. Currently there are 32 children attending the Primary school during level 3. Daniel said we are working with staff on their learning design to support going in and out of lockdown to reduce the stress of these sudden closures.
- Maurie said in alert level 3 there is no classification of essential workers so the message he has conveyed to parents is that if your children are unable to learn from home, they may come to school.

Commented [Graeme Ai1]: I think we should note that this is the messaging we will use for both schools should we face further lockdowns.

Motion: The Primary Schools Principal's Report dated March 2021 is accepted as tabled.

Moved: Daniel

Seconded: Phillip

All in favour - Carried

Daniel left the meeting at 4.20pm

Matters arising from the Minutes

- Minutes from the previous board meeting held on 11 February 2021 were given to the board prior to this meeting.

Motion: That the Minutes of the Meeting dated 11 February 2021 are a true and correct record.

Moved: Graeme

Seconded: Nate

All in favour - carried

Matters arising: There were no matters arising from the Minutes.

Conflicts of Interest

- There was no conflict of interest to report at this meeting.

Correspondence

- There was no correspondence to report at this meeting.

Principal's Secondary School Report

- Maurie spoke to the Secondary Principal's school report dated March 2021 which the Board received a copy of prior to the meeting.
- Maurie spoke to the Curriculum requirements and student achievement data as presented in his report. There were some pleasing results in this report.
- Temporary staff changes include Ngahuia Lott acting as DP for term 2, 2021, Maddy Casey will be filling in for Ngahuia as LCL and Pauline Toleofa is back for term 2 and will pick up some of the Social Sciences classes.
- Maurie requested that the Business Manager is delegated the authority to sign employment contracts for non-teaching staff, which the board agreed to.

Motion: The Secondary Schools Principal's Report dated March 2021 is accepted as tabled.

Moved: Maurie

Seconded: Phillip

All in favour -

Motion: As per the Schedule of Delegations (February 2021) - Board Delegations to the Principal (i) - the Board hereby delegate to the Business Manager (Jill Gatcum) the authority to sign contracts in relation to the

appointment of non-teaching staff

Moved: Nate

Seconded: Ngahuia

All in favour -

Motion: Year 13 Leadership Camp at Poukaraka Flats Campground at Whakanewha Regional Park, Waiheke Island on Tuesday 30 March to Thursday 1 April (two nights)

Moved: Aman

Seconded: Ngahuia

All in favour -

Motion: Outdoor Education Trip Q1 OED Kawakawa Bay Hiking & Climbing Trip on Sunday 11 April to Tuesday 13 April 2021 (2 nights)

Moved: Ashley

Seconded: Phillip

All in favour -

Business Committee

- Maurie spoke to the document 2021 Final Budget Submissions which is a document that shows the changes that have been made to the draft budget. The final budget submissions were received and accepted by the Board.

Motion: Move the Minutes of the Business Committee

Moved: Maurie

Seconded: Graeme

All in favour - Carried

Motion: Moved that the 2021 Final Budget as discussed on 4 March and tabled at this meeting presented to the board is accepted and approved.

Moved: Ashley

Seconded: Nate

All in favour - Carried

Motion: Maurie moved a vote of thanks to Jill Gatum and this was endorsed by the Board.

Health and Safety Committee

Maurie said there has not been a health and safety meeting this year and there is nothing to report to date.

Draft Policy - Term 4 2020 Policies

The draft policies are currently online for the school and board to review and consider.

Maurie shared a link with the board.

The board discussed the Draft policies in great detail.

Property Issues

Motions: The H&S Report was approved and accepted

Moved:

Seconded:

All in favour - Carried

Staff Report

- The Board were given a staff report dated March 2021 prior to the meeting. Ngahuia's report included the following points: Staff presented four matters to the Staff Trustee - all of which were management related, including clarification of the Policy Review Process as discussed in Maurie's report.
 1. Key start of year events for staff at the secondary school have included: noho marae for staff, IEMs, community days, athletics day and the start of teaching subjects and Projects. The primary school has also been very busy with their start of year events.
 2. The start of the year has been quite complex because of the two lockdowns due to COVID. Staff have focussed on developing and maintaining relationships with students and clear policies from both Principals have been shared with staff, students and whānau. Supporting students off-site learning and wellbeing, alongside the wellbeing of staff is clearly articulated by SLT.

Motion: Move the Staff report is received

Moved: Ngahuia

Seconded: Aman

All in favour - Carried

The Student Rep Report

The board received a copy of the Student Rep report prior to the meeting.

1. The school's athletics day occurred on Tuesday the 16th February and was a success. Aman said many students embraced the community spirit.

2. The covid lockdowns have had some students upset, however it seems everyone is coping with the current lockdown.

Graeme thanked Aman for his report and said it was a nice brief and clear report.

Motion: Move the Student report is received

Moved: Aman

Seconded: Ngahuia

All in favour - Carried

General Business

No general business to report

Meeting ended at 5.24pm

Next Meeting: Thursday 8 April 2021 @ 4pm at the Primary school.

Chairperson: _____

Date: _____