

**Hobsonville Point Schools Board of Trustees
Minutes for the Meeting held on 29 October 2020
at 4.00pm at the Primary school**

He hakatauki Ko Ngahuia

Ka pū te ruha, ka hao te rangatahi

As an old net withers a new one is made

Present

Meredith Kennett, Daniel Birch, Maurie Abraham, Graeme Aitken, Selena Wong, Ngahuia Lott, Maliina Pomare-Greer, Aman Devta (student), Nathan Rarere, Phillip Jellyman,

Apologies

Ashley Pierce

Aman introduced himself to the board, this is Aman's first board meeting as student representative. Meredith explained to Aman what his role on the board is and his rights as a board member.

Matters arising from the Minutes

- Minutes from the previous board meeting held on 24 September were given to the board prior to this meeting.

Motion: That the Minutes of the Meeting dated 24 September 2020 are a true and correct record.

Moved: Maurie

Seconded: Nathan

All in favour - carried

Conflicts of Interest

- There are no conflicts of interest.

Correspondence

- Meredith received a direction letter for MOE for the 11P application, the student has now started at HPSS.
- Meredith received correspondence from NZSTA (regarding a mini-conference for Auckland region, which will be held on Saturday 21st November), Meredith said if any board members were interested the board would cover the small cost.
- **Motion: The board received and accepted the correspondence for October 2020.**
All in favour - carried

Principal's Primary School Report

- Daniel spoke to the Principals school report dated October 2020 which the Board received a copy of prior to the meeting.
- Daniel provided the Board with student achievement data and spoke to this. Daniel said the majority of students have had their IEMs. HERO software is used to see assessment data and tracking disposition tags and learning area tags.
- Amy Croxford has applied for the Across School Lead role for Kahui Ako and she has been appointed for this position. Also Ros Britton from the Senior School has applied and been appointed for a similar position which Maurie has noted in his report.
- Daniel and Meredith will meet with MOE regarding the extensions and future planning at the Primary school. Meeting will take place in early November.
- The tremendous program is going ahead with hundreds of trees expected to be planted around Hobsonville Point this weekend.
- Daniel said he had attended the principals mini-conference which included work by Tony Burkin regarding the Burnout inventory. Daniel said this work was very interesting.
- Daniel attended an ERO meeting to hear about the new focus of reviews. A great opportunity to ask lots of questions around how ERO will change the model where there is a trusting relationship, as well as what are the indicators of success and how do we co-construct those.

The Board moved the following motions:

The board approves the appointment of Amy Croxford and Ros Britton in the permanent position as across school lead roles with Kahui Ako.

Moved: Daniel

Seconded: Philip

All in favour: Carried

The board declines the LC4 request for a year 8 camp due to issues of timing and costs.

Moved: Graeme

Seconded: Philip

All in favour: Carried

The board approved the LC10 trip

Moved: Graeme

Seconded: Maurie

All in favour: Carried

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

Moved: Daniel

Seconded: Nathan

All in favour - Carried

Principal's Secondary School Report

- Maurie spoke to the Secondary Principal's school report dated October 2020 which the Board received a copy of prior to the meeting.

- Maurie said planning is well underway for the 2021 timetable.
- Maurie provided graphs for 2020 internal NCEA data analysis.
- The board was able to review the homestay policies prior to this meeting and discussed these policies.
- Maurie spoke to the EOTC trip for Q1 at Waikaremoana, Maurie said the trip was going to cost \$170 for each student. Students had the option to attend or not.
- Maurie spoke to the Action Through Adventure Expedition trip for Y9 - Y10s trip. The trip is fully funded through money provided by a benefactor.

Motions: The Homestay policies were received and accepted by the Board.

Moved: Maurie

Seconded: Graeme

All in favour - Carried

Motions: The EOTC trip for voluntary Q1 students to Waikaremoana in week 7 this term has been reviewed and approved by the Board.

Moved: Philip

Seconded: Ngahuia

All in favour - Carried

Motions: The EOTC trip Action through adventure expedition has been reviewed and approved by the Board.

Moved: Nathan

Seconded: Graeme

All in favour - Carried

Motions: The board agreed that out of zone enrolments for siblings of 11P students are not qualified to enrol and will be declined.

Moved: Nathan

Seconded: Philip

All in favour - Carried

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

Moved: Maurie

Seconded: Nathan

All in favour - Carried

Business Committee

- Graeme spoke to the Financial and Property Report Year to Date September 2020.

Moved: The board of trustees approves the depreciation lives of the following assets in the Business Managers report dated October 2020:

The estimated useful lives of the assets are:

Furniture and equipment: 10-15 years

Information and communication technology: 4-5 years

Motor vehicles: 5 years

Textbooks: 3 years

Leased assets held under a Finance Lease: 4 years

Library resources: 12.5% diminishing value

Moved: Graeme

Seconded: Philip

All in favour - Carried

Motions: The October Business Committee Report is approved and accepted

Moved: Maurie

Seconded: Daniel

All in favour - Carried

Health and Safety Committee

The board received a copy of the Health and Safety report.

Motions: The H&S Report was approved and accepted

Moved: Maurie

Seconded: Nathan

All in favour - Carried

Staff Report

- Ngahuia provided a staff report for the board to review prior to the meeting.
- Ngahuia said some staff members had come to her and requested for the Board to consider contributing funds towards the end of year christmas luncheon.
- The board discussed this at length and said they would support a subsidy in appreciation of the work staff have done above and beyond their usual excellent effort because of Covid and the challenges that it has brought, and that the level of subsidy would be \$35 per person. Maurie said he would like to see these contributions come from non-school funds which the board agreed to.

The board subsidises the 2020 christmas celebrations for Hobsonville Point Schools for up to \$35.00 per head from non-school funds.

Moved: Meredith

Seconded: Aman

All in favour - Carried

Motions: Moved that the Board accept and receive the Staff Report

Moved: Ngahuia

Seconded: Daniel

All in favour - Carried

The Student Rep Report

There was no student report to present at this meeting. Maurie had met with Aman prior to the meeting and discussed what kind of information Aman could report back to the board. Aman will make a report at the next meeting.

The Board moved into committee at 5.14pm

Motion: The chairperson 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 5.22pm

General Business

Meredith spoke to the document called Proposed board meeting dates for 2021. The board had received a copy of this prior to the meeting. The proposed meeting dates for 2021 are as follows:

	Dates	Venue	Items for discussion	Whakatauki
1	Thur 11 th Feb	HPSS	Yearly elections, Schedule of delegations, Charter	Maurie
2	Thur 4 th March	HPSS	Budget, Principals Appraisals, Charter	Ashley
3	Thur 8 th April	HPSS		Phillip
4	Thur 13 th May	HPSS		Aman
5	Thur 17 th June	HPSS		Daniel
6	Thur 19 th Aug	HPSS		Meredith
7	Thur 23 rd Sept	HPSS		Graeme
8	Thur 11 th Nov	HPSS	New Student Rep	Ngahuia
10	Thur 2 nd Dec	HPSS		Nathan

The next board meeting is on 3rd December - following this meeting the board will go out for a Christmas Dinner. There will also be a \$20 secret santa present. Meredith will speak with Maliina about booking a local restaurant. The board have agreed to self fund their meal.

Followup: Invitation to the Board for the Prize Givings.

Meeting ended at 5.31pm

Next Meeting: November Secondary School

Chairperson: _____

Date: _____

Motions passed:

- The appointment of Amy Croxford and Ros Britton in the permanent position as across school lead roles with Kahui Ako.
- The board declines the LC4 request for a year 8 camp due to issues of timing and costs.
- The LC10 HPPS school trip
- The Homestay policies were received and accepted by the Board.
- The EOTC trip for voluntary Q1 students to Waikaremoana in week 7 this term has been reviewed and approved by the Board.
- The EOTC trip Action through adventure expedition has been reviewed and approved by the Board.
- The board agreed that out of zone enrolments for siblings of 11P students are not qualified to enrol and will be declined.
- The Homestay policies were received and accepted by the Board.
- The EOTC trip for voluntary Q1 students to Waikaremoana in week 7 this term has been reviewed and approved by the Board.
- The EOTC trip Action through adventure expedition has been reviewed and approved by the Board.
- The board agreed that out of zone enrolments for siblings of 11P students are not qualified to enrol and will be declined.
- The Secondary Schools Principal's Report is accepted as tabled.
- The board of trustees approves the depreciation lives of the following assets in the Business Managers report dated October 2020:
 - The estimated useful lives of the assets are:
 - Furniture and equipment: 10-15 years
 - Information and communication technology: 4-5 years
 - Motor vehicles: 5 years
 - Textbooks: 3 years
 - Leased assets held under a Finance Lease: 4 years
 - Library resources: 12.5% diminishing value
- The board subsidises the 2020 christmas celebrations for Hobsonville Point Schools for up to \$35.00 per head from non-school funds.