

**Hobsonville Point Schools Board
Minutes for the meeting held on
7 December 2023 @ 4.30pm
Hobsonville Point Secondary School**

Present

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

Apologies:

There are no apologies for this meeting.

Welcome:

Meredith welcomed everyone and asked them to give one highlight of their week.

He whakatauki kō Leilarn

Whakatōngia te waka i te reanga, kia puāwai āe te rākau.

Rest the canoe during the season, so that the tree may blossom.

The board shared some kai and Meredith blessed the food with a karakia.

Minutes of Meeting

- The Minutes from the previous board meeting held on 9 November 2023 were given to the board prior to this meeting.

Motion: That the Minutes of the Meeting dated 9 November 2023 are a true and correct record

All in favour - carried

Matters Arising from the previous Minutes

- Graeme noted that the board should formalise the gift practice that: a Founding staff member, on resignation or retirement from the school, will be eligible for a farewell gift to the maximum value of \$450
- Any staff member who has completed 10 or more years of service at the school will, on resignation or retirement, be eligible for a farewell gift to the maximum value of \$450.

Conflicts of Interest

- Grace (Meredith's daughter) is employed at the Primary School
- Rhian (Graeme's daughter) is employed at the Primary school

- Reid has two children at the Primary school

Correspondence

- Meredith presented the correspondence report.

Board Staff Representative and Board Student Representative Elections

- There was no report to present to the board at this meeting.

Principal's Primary School Report

- Daniel spoke to the Principal's report dated 7 December 2023.
- Daniel spoke about staffing and said based on 814 students staffing is at 45.25 which does not include FTTE for beginning teachers or the release increases. Daniel said he is very excited to have Riahn Aitken and Lloyd Jones on board as new teachers and Christine will support with special teacher support.
- Daniel presented important dates for next year's timetable including staff only dates.
- Daniel said Y8 leavers celebration will happen on Wed 13 December 2023 and invited the board and Kirsty.
- Daniel said he had a discussed with PPP MOE liaison around the following:
 - Delivery of project set for Jan 2026
 - As we ahead of schedule compared to other schools the tender is being held up as they want to put a large tender out
 - Investigating doing smaller projects outside the main contract moving LC12 and carpark out the front and work around the carpark and playground
 - Daniel said he will investigate the low numbers regarding our roll that MOE are working from.

Motion: The Primary School Principal's Report dated 7 December 2023 is accepted as tabled

Moved: Daniel

All in favour – Carried

Principal's Secondary School Report

- Kirsty said all qualification students have completed their external examinations, and our foundation students finished school on Wednesday. Our senior and foundation prize-giving was a great celebration of our students achieving their personal and academic excellence.
- Qualification 1, 2, and 3 have chosen their subjects for next year, and the timetable has been completed. The foundation students will make their choices early next year.
- Kirsty provided whole school student roll numbers for 2024. This included enrolments completed and intended enrolments which brings our enrolment numbers to approximately 863.
- Kirsty said we have appointed:
 - Learner area leader Science - Cairan Finnerty

- Drama Teacher - Nicci Reuben
 - Senior DVC 0.4 - Joelle Bunt
 - Technology - Jamilah Bartholomew
 - Science - Ranjeeta Devi
- Kirsty said we have appointed a teacher from Buller College and asked if there was a mechanism to help support relocation and moving costs which the board agreed to.
 - Kirsty presented a Professional Growth Cycle Endorsement Letter

Motion: The board have agreed to assist with funds for relocation costs for the new Science teacher to relocate from Buller to Auckland. This is a one off proposal due to the fact that there is a shortage of applicants in a core subject that has been very challenging to fill.

Moved: Kirsty

All in favour, carried

Motion: Any funds left from the Principal well-being fund will be carried over to 2024.

Moved: Meredith

All in favour, carried

Motion: The Secondary School's Principal's Report dated 7 December 2023 is accepted as tabled.

Moved: Kirsty

All in favour - Carried

Motion: Approve in Principle: 2024 Samoan Project Trip. The idea is that this will become an annual trip only for Year 11's and only for students that play a sport for the school and are involved in cultural activities within the school. This will give the Year 9s and 10s more motivation to play sports and something for Year 11s to look forward to. The annual trip could make it more appealing for athletic kids to come to our school instead of going to the 'sporty schools.' A fundraising plan has been included.

Motion: Approve in Principle: 2024 Volleyball Nationals - overnight application to attend the New Zealand Secondary Schools Volleyball - Tournament is in Palmerston North from 17-23rd March 2024. Read the letter for further details.

Motion: Requesting more information and a presentation to the board in April/May - 2025 Physics Trip Proposal. The trip involves taking students to the European Space Agency Lab in Frankfurt, Germany, then to Lulea, Switzerland, for the Northern lights, to Stockholm for the largest scale model of the solar system (the Sun is a stadium), then to CERN in Geneva. Estimated cost: \$9300 per student. Planned by defining moments for 2025. The board have requested more information before they proceed with approval.

Business Committee

- Graeme spoke to the business committee minutes and the Business Managers Report dated December 2023.
- Meredith asked that when we get the final budget we would like to see budgeted amounts and actuals for the two preceding years - so for the 2024: Budget and Actuals for 2022, 2023 and budget for 2024.

Motion: Approval of a New Asset Category - Building Improvements 10 years (10%)
All in favour

Motion: Approval of 2024 DRAFT Operations Budget
All in favour

Motion: Approval of 2024 DRAFT Capital Expenditure Budget
All in favour

Motion: Approval of 2024 DRAFT BOT Funded Projects
All in favour

Motion: Approve draft 2024 budget on the basis that the final budget includes 2022 and 2023 budget and actuals. Also the Board notes the importance of continuing to support the innovative curriculum models at the two schools and the staffing consequences of this. But it also notes that an expanding deficit is not sustainable. The challenge for this budget round and for future budget rounds is supporting the curriculum models in more sustainable ways.

The board will revisit the budget at the meeting 16th May 2024

Motion: The Business Managers report was received and accepted
Moved: Graeme
All in favour

Student Report

Charlie presented his report to the board which the board were able to review prior to the meeting.

General Business

Maliina to organise the BOT 2024 google folder and the board calendar meeting dates document in the folder.

Meeting closed at 6.57pm - Next meeting on Thursday 8 February 2024 at the Primary School.

Presiding Member: 

Date: 8/2/24

Resolutions Passed

- The board have agreed to assist with funds for relocation costs for the new Science teacher to relocate from Buller to Auckland. This is a one off proposal due to the fact that there is a shortage of applicants in a core subject that has been very challenging to fill.
- Any funds left from the Principal well-being fund will be carried over to 2024.
- Approve in Principle: 2024 Samoan Project Trip. The idea is that this will become an annual trip only for Year 11's and only for students that play a sport for the school and are involved in cultural activities within the school. This will give the Year 9s and 10s more motivation to play sports and something for Year 11s to look forward to. The annual trip could make it more appealing for athletic kids to come to our school instead of going to the 'sporty schools.' A fundraising plan has been included.
- Approve in Principle: 2024 Volleyball Nationals - overnight application to attend the New Zealand Secondary Schools Volleyball - Tournament is in Palmerston North from 17-23rd March 2024. Read the letter for further details.
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- Approval of a New Asset Category - Building Improvements 10 years (10%)
- Approval of 2024 DRAFT Operations Budget
- Approval of 2024 DRAFT Capital Expenditure Budget
- Approval of 2024 DRAFT BOT Funded Projects
- Approve draft 2024 budget on the basis that the final budget includes 2022 and 2023 budget and actuals. Also The Board notes the importance of continuing to support the innovative curriculum models at the two schools and the staffing consequences of this. But it also notes that an expanding deficit is not sustainable. The challenge for future budget rounds will be supporting the curriculum models in more sustainable ways.

Actions:

- Maliina to organise 2024 google drive and bot board meeting date calendar.
- Maliina to organise calendar meeting dates for Kirsty
- Kirsty to organise whakatauki for next meeting - February 2024