



AGENDA / MINUTES OF THE HOKOWHITU SCHOOL BOARD MEETING

Held on Tuesday 3rd of December 2024 at 5.30 pm

Our vision statement

Torongia ki te tihi o te maunga | Strive to get to the top of the mountain

Our values

Step up - Manawanui | Try new things - Kia kaha | Respect - Ngā whakaute | Investigate - Whakataki
Value others - Atawhai | Enthusiasm for learning - Ngā whakapuke

Our strategic goals

1. Ensuring all ākonga gain confidence and experience success in literacy and numeracy
2. Increasing ākonga and kaiako knowledge of and engagement with te ao Māori
3. Recognising, supporting, and celebrating the diversity of our ākonga
4. Enhancing ākonga wellbeing by encouraging participation in physical activity and performance arts

Present: Lin Dixon, Reece Hawkins, Philip Steer, Tim Foss, Ewan Westergaard, Villi Tosi, Rachel Buckley				
Gallery: Carlee Hodge				
Apologies: Jennifer Bates		Signed:	Chairperson	Date:
Agenda Item/Portfolio	Specific items	Minutes	Reports	
Welcome ● Philip	<ul style="list-style-type: none"> ● Karakia timatanga ● Whanaungatanga 	Completed gifted Karakia from Rangitane Talked about who, where and what we are eating for Christmas	Karakia	
Apologies		Nil		
Conflicts of interest		Nil		
Minutes of previous meeting		Checking the email has been moved Moved by P. Steer, seconded by E. Westergaard - All in favour	(October) Minutes 2024	
Matters Arising (see action list)		Action list discussed, items removed	(October) Action List	

Resolutions passed by email		<ul style="list-style-type: none"> - Motion - Hokowhitu School Board to appoint Vivien Cotton of BDO Manawatu Audit Ltd to carry out the audits of Hokowhitu School for the three financial years ending 31 December 2024, 2025, and 2026. Moved by P. Steer, seconded by E. Westergaard - All in favour. - Motion - To extend H. Puts leave without pay for the 2025 school year Moved by R. Buckley, seconded by L. Dixon - All in favour. - Motion - For the staff/pupil ratio for the Ross Intermediate orientation visits be extended to 1:15. Pupils will travel by bus and be hosted by Ross Intermediate staff. Moved by L. Dixon, seconded by P. Steer - All in favour. 	
Correspondence ● Lin		<ul style="list-style-type: none"> - Attendance data - ERO are looking into it. - Drone dog to spray roof - look at getting price - Reece to investigate cost - allow with flight path? - Someone to sell us school board election services - paper voting - covered by the funding (school led) - ask Jen first Moved by L. Dixon, seconded by V. Tosi - All in favour. 	(December) Correspondence Term 3 Attendance Data Alternative Leadership - Kāhui Ako Drone Dog
Presiding Member ● Philip		<ul style="list-style-type: none"> - Concentrated on attendance - making it a procedure under an existing policy Moved by P. Steer, seconded by L. Dixon - All in favour. 	Presiding Member Report
Planning and Reporting ● Lin	● Principal's Report	<ul style="list-style-type: none"> - Potential target for 2025 in year 4 and 5 (from data) - Professional development - Kaiako scale scores rose from Te Reo PAT, we also had a confidence google doc to fill out - next year we still need to review in a small way - we can drop or be mindful of this strategic goal - ESOL report read - this programme is audited every year to make sure it is quality - ESOL teacher aides from Esti 	Principal's Report Data ESOL/International student report 2024

		<ul style="list-style-type: none"> - Huge improvement in team sports for Hokowhitu, good results at athletics, Life Ed bus a success - Senior leadership met Philip about our increasing roll of children with high needs. Plan in liaison with Naomi Thompson (LSC). Set up a safe place for the children to be until they can be part of a formal classroom. Looking at one of the rooms in the APlus suite, to have dual use of one of the rooms. Sensory space. - Proposed extra learning coaches and 1:1 learning coaches at break time with these children to maintain safety of runners. - ERO visit latest draft of review process - scheduled review 18th , 19th March 2025 - Propose to meet weeks 3 and 8 of terms in 2025 <p><i>Moved by L. Dixon, seconded by R. Buckley - All in favour.</i></p>	
Policy <ul style="list-style-type: none"> ● Philip 	<ul style="list-style-type: none"> ● Policy Report 	<p><i>Moved by P. Steer, seconded by R. Hawkins - All in favour.</i></p>	<p>Policy Report</p> <p>Governance Policy</p>
Curriculum <ul style="list-style-type: none"> ● Reece 	<ul style="list-style-type: none"> ● Staff Report 	<p><i>Moved by R.Hawkins, seconded by R. Buckley - All in favour.</i></p>	<p>Removed for privacy - request for this at the school office</p>
Personnel <ul style="list-style-type: none"> ● Rachel 	<ul style="list-style-type: none"> ● NZSBA training/news 		
Finance and Audit <ul style="list-style-type: none"> ● Ewan 	<ul style="list-style-type: none"> ● Monthly Accounts ● Sensitive Expenditures 	<p><i>Moved by E.Westergaard, seconded by V. Tosi - All in favour.</i></p>	<p>Finance Report</p> <p>October Management Report</p> <p>Draft Budget</p> <p>Cyclical Mtce</p>

Property <ul style="list-style-type: none"> Villi 		- Some interests in our project, tenders close next week	
Māori Engagement <ul style="list-style-type: none"> Villi 			
Risk and Compliance <ul style="list-style-type: none"> Tim 	<ul style="list-style-type: none"> Privacy Health and safety First Aid Report 	Take as read	First Aid Report
General Business	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Resolve to apply to pub charities for grant support for EOTC week. <p><i>Moved L.Dixon, seconded T. Foss - All in favour.</i></p>	
Next Meeting: 2025		- Meeting dates for 2025. Week 3 and 8	
Public-Excluded Business <ul style="list-style-type: none"> Lin 	<ul style="list-style-type: none"> Personnel matters Physical restraint 	<p><i>Moved that the public be excluded from the following parts of the proceedings of this meeting, namely, personnel matters and reporting of use of physical restraint, to protect the personal privacy of natural persons. Moved by P. Steer - All in favour.</i></p>	
Meeting Closed: <ul style="list-style-type: none"> Karakia whakamutanga 			Karakia