



AGENDA / MINUTES OF THE HOKOWHITU SCHOOL BOARD MEETING

Held on Tuesday 15th of February at 5.30 pm (Via Zoom)

Present: Tim Foss, Lin Dixon, Rachel Buckley, Carlee Hodge, Philip Steer				
Gallery: Reece Hawkins, Helen Griffin				
Apologies: Rafea Naffa		Signed:	Chairperson	Date:
Agenda Item	Who	Minutes	Reports	
Welcome	Tim	Welcome to everybody for tonight's zoom meeting. Lin checked in with re-election of presiding member this year, however, advice from NZSTA is we don't need to do it this year, due to it being an election year. No objections from the board.		
Apologies	Rafea Naffa			
Minutes of previous meeting		<i>Moved by P. Steer Seconded by R. Buckley. Carried</i>	December minutes 2021	
Matters Arising (see action list)			Action List (December)	
Correspondence	Lin	<ul style="list-style-type: none"> - Cease and desist letter from "World Council for Health". This was two people that came in and asked for Lin personally, they then read out that Lin had been served and must put an immediate stop to any covid practices within the school. Hokowhitu is not the only school they had visited about this. Query by Philip if we feel safe at school after this incident. We didn't feel unsafe at the time. We have quite a good line of visibility of who comes into the office. We could look at trespassing them if they become regular visitors. - Playground safety report has now been completed, going through what needs immediate attention with Steve. Will work our way through by priority. - Traffic judder bars are getting started on Churchill Avenue, behind the school. Great for Hokowhitu School, as this will slow traffic down in this area. - Suppliers are now selling RAT tests and air purifiers. MOE advice is not to purchase these as they will supply what we need. <p><i>Moved by L. Dixon seconded by R. Buckley. Carried</i></p>	February Correspondence	

<p>Planning and Reporting</p>	<ul style="list-style-type: none"> Principal's Report 	<p>Correction on the roll as reported, it is actually 364 today.</p> <ul style="list-style-type: none"> - Lin will get on to advertising the learning coach position, and will put an ad in one of the free papers shortly. Staffing policy only specifies that teaching staff have to be advertised nationally not support staff. We will need to check and meet collective agreement requirements. <p>Transitioning two neuro diverse children at the moment, one has started and one is on the way.</p> <ul style="list-style-type: none"> - P.D, 2 really successful days covered, one of these days was renewing first aid certificates, the other delving deeper in Structured Literacy with Christine Braid. - Good to get some maintenance done over the holidays. Guttering and trees were done by an arborist. Pleasantly surprised with the high winds over the weekend that so little damage was done. It shows that paying an arborist to do maintenance over time is worth it. - Note on the playground report, overhanging branches in the large oak tree may need future attention. - Looking at the 2022 Charter, targets and aligning with the NELPS (will be ready by next meeting). There is progress on this. Doing very little at the moment other than covid. - Achievement results/targets underway, will use last years' data. - Query if any feedback on the omicron response sent out. Not at this point. It is a guide, things could change quickly, we have to adapt and follow guidelines. - Swimming for all kete, the children really enjoy it, especially on these hot days. - EOTC (Camp) - Reece to send out a survey and keep it simple. Questioning looks like 1. Are people happy with sending children to camp? 2. If no to question 1 then what could we do to make them feel safe? Would people be more comfortable with a couple of day trips instead of overnighters (this could be a separate question). Specify the small details of where the camp is, that it's not too far away. Where it is, is secluded. They are in their own bubble, there are no other schools on site. Maybe just expand it out a bit to give more information, provide a cover description explaining this. Details went out last year, update it to reiterate what information has been given already. <p>Sally (from Makahika camp) has given their plan to us already with their protocols etc. A note that the children are in their bubble is most important, the same bubble that they are with all day every day at school. Key points are if the parents are ok with their children going. Need to then go from there. Do we need to affirm that students don't need to be vaccinated to go? Can of worms, we will give individual responses if that is the case.</p>	<p>Principals Report</p>
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Once they are there they are safe. We just need to think about other worst case scenarios like a parent getting it on camp or the night before they go. Do we have a backup crew? Need to think if we need to replace a teacher etc. we need to get the information from the survey first otherwise we are going around in circles. Get the survey out and go from there to discuss options. Have it back by Monday and then the board will touch base on Thursday to discuss. As a board, try and have a decision by Friday at the latest.

Reece has talked with teachers today on how they are feeling about it all, most are positive about it but just not wanting to get the kids hopes up if it doesn't go ahead.

Lins comment - not many schools are doing anything in term 1.

Everything is cancelled, postponed, everyone is still hopeful.

- ERO is coming next week. Lin and Tim to meet about it beforehand. If we are in stage 2 we will defer this meeting. Covid situation is our current priority. Comment from Frank about catching up with the Presiding Member about the vision of the school. Note this is not normally a 1 on 1. Normally a couple of people from the board attend. Lin to clarify if it is open to anyone on the board who is available to attend, Rachel can be there if covid hasn't come.

- Website development - all underway, next couple of weeks they should have something put together. Will be able to do some training on this once up and running.

- Holding another ballot for out of zone enrolments later this year, only looking like 56 students in by July. Significantly lower than the other year groups, 2 other schools locally are in the same situation. Amending ballot from 4th of April to March the 21st. Open to accept up to 10 out of zone new entrants in term 2 3 4. And up to 5 places in Years 2 and 3. Seems like more people are moving away and less people immigrating to NZ which could be influencing the numbers, and/or home-schooling in covid times.

Moved by L. Dixon Secoded by T. Foss. Carried

<p>Strategic Discussion</p>	<ul style="list-style-type: none"> Lin 	<p>Nil this month</p>	
<p>Legislation / Policy</p>	<ul style="list-style-type: none"> Philip 	<p>Neither policy has significant changes - Delegation's policy changes are in line with changes over the year, minor changes are tracked and visible in the second part of the policy. Delegations signatories will sign as soon as possible. <i>P. Steer move that the delegation policy be accepted with the above changes, seconded by L. Dixon. Carried</i> <i>Moved that the complaints and concerns policy is confirmed with 2 minor changes in report.</i> <i>Moved by P. Steer seconded by T. Foss. Carried</i></p>	<p>Policy report Delegations Policy Complaints and Concerns Policy</p>
<p>Curriculum</p>	<ul style="list-style-type: none"> Staff Report 	<p>Triathlon, duathlon done in kete, no mixing at the moment. Thank you for the furniture from the board, staff love the new staffroom. Swimming, we have loved having the pool open. All kete are going every day and doing swimming instruction. Introduction of teaching staff, new and old. <i>Moved by C. Hodge seconded by R. Buckley. Carried</i></p>	<p>Staff Report</p>
<p>Personnel</p>	<ul style="list-style-type: none"> NZSTA training/news 	<p>Webinar coming up about leading an effective board. Tim will send the details out.</p>	
<p>Finance</p>	<ul style="list-style-type: none"> Tim Monthly Accounts 	<p>Take as read. Everything is running along nicely, well done for keeping the expenses down. Money is coming in for teacher aides etc. Camp grant has come in, thanks so much Rachel Buckley. Banked staffing in the red but typical this time of year. Board has allocated funds to cover any deficit. Redo code for furniture from board expenses to capital purchases. <i>Moved by T. Foss. Carried</i></p>	<p>Finance Report</p>

Property	<ul style="list-style-type: none"> • Lin 		
Health & Safety	<ul style="list-style-type: none"> • See Principal's report • First Aid 	<p>Playground audit has been done, no incidents to report.</p> <p>Co2 monitor has arrived from MOE, found it interesting, nothing out of the realms of the ordinary. Spike in the readings when classrooms were colder and closed up a little bit more. The reading should be under 1000, anything under that is good air. A few spikes when cold for a period of time, just when the windows were not so open.</p> <p>Just need to put on an extra layer as we are trying to keep it well ventilated. Do we get purifiers from MOE later in the year? They will need a record of the readings to access if we qualify for any.</p>	
General Business		<p>Hall hire applications</p> <ul style="list-style-type: none"> - Stacey Tayler (staff member) for the 26th of February, she has questioned if she can use the pool. Staff know it is at their own risk with it not being tested over the weekend, could possibly not be ideal for an invited guest if they get sick. Lin's recommendation is Stacey is ok to use the hall but no to the pool. Everyone agrees, and it seems fair. No charge on hall hire for staff. - Davis Sione for youth Anglican games wanting to hire pool, hall and field. Jen replied the pool was unavailable at this stage for community use. Because of no testing etc on weekends. Not sure if we could hire out our grounds to people as we can't monitor other people using it. Philip has a conflict of interest about this so will not have any involvement in this decision process. These are high school age children from across the wider region, anywhere between 30-100 youths with adults also accompanying them. Does that then become an event under the alert system? They need to find out and then follow the guidelines to match. We would just need to say as long as compliance rests with the organising team.. 2 out of 3 of the things, we can't guarantee (Pool & Field). Could only hire the hall to them. Lin to follow up with a phone call to Davis to get clarification on the details. -If anyone has a conflict of interest, let Jen know to enter in the register. -Send out an email about refreshing the board code of conduct. 	
Next Meetings:	22 nd of March then week 3 of term 2 (17 th may).	Meeting to follow up on the camp/EOTC survey next Thursday at 6pm via zoom. Minutes of that to be attached here.	
Business in committee	<ul style="list-style-type: none"> • Personnel Matters 		
Meeting Closed: 6.35pm			Next Meeting: 22nd March 2022