

## HOUGHTON VALLEY SCHOOL MINUTES OF THE BOARD OF TRUSTEES MEETING

**Date:** Monday 16 December 2019

**Venue:** Houghton Valley School, 110 Houghton Valley Road, Houghton Valley

**Open:** 7.00pm

### 1. Welcome and apologies

**Present:** Susan Hall, Richard Carroll, Teneti Ririnui, Bret McKenzie, Angela Williams, Luana Carroll (Principal), Monica Mercury, Stephanie Bosch, Miriam Gaynor, Ian Long (Home and School Chair).

### 2. Staff report on EOY data (student well-being, learning and achievement)

- Miriam, Steph and Monnie reported back on the EOY data on student outcomes. The overall impression was that students were tracking in the right direction, with some areas of significant improvement. The majority of students are tracking either above or at expectations. As a whole the school's results rate higher than the regional and national average.
- Ongoing improvement remains a focus, but particular emphasis will be placed on maths next year, including in terms of teacher competency.
- The staff have taken steps this year towards measuring and assessing thinking skills, and will continue to refine their approach to this in the coming year.
- Monnie presented the results for our Maori students. The Board noted the very impressive results, and improvement, indicated in particular by the year 6 cohort. The Board congratulated all staff for their efforts in accelerating the learning of this grouping, achieving such good results, which has had a positive impact on the engagement and confidence of those students.

### 3. School Stewardship

- No conflicts of interest were declared.

#### *ERO Report*

- The Board congratulated Luana and the staff as a whole on their efforts during the ERO process, and on a good draft ERO report. The draft report was signed off. Once finalised, the outcome will be communicated to the school community at the start of the next school year.

### *Principal's report*

- The Principal's report was discussed. Matters of focus included the need to ensure new staff are equally engaged and introduced to the learning through play and inquiry learning approach at HVS.
- Reporting to parents was discussed. The leadership team are enthusiastic about and investigating apps and other possibilities for real time reporting to parents. The Board supports taking a considered approach to which app/medium is best for HVS. A range of pros and cons were discussed, and the need to find an option which does not increase the burden on teachers was agreed.
- Next year's budget will be considered at the next meeting. Noted that some savings need to be made due to a combination of rising costs and some reduction in income because of changes in the school roll. Bret and Luana to report back.

### *Health and safety*

- Health and safety risks associated with the flying fox were discussed. Noted that this was raised by the ERO reviewers. The Board discussed whether the flying fox should be closed off for the summer break, or whether we were satisfied steps could be taken to minimise the risk of harm potentially arising from the flying fox (and any other equipment on the school grounds).
- Agreed that, on the basis that ERO indicated satisfaction with the regularity and standard of maintenance of the flying fox, that our interim risk management approach is to continue to allow access to the flying fox outside of school hours but to:
  - communicate to the school community the need for age appropriate decisions to be made about kids being on site unsupervised, and for them to be supervised appropriately when using equipment that could pose risks to health and safety; and
  - install interim signage to warn users about the risks involved in using the flying fox, and provide guidance on supervision. We will draw on examples from Wellington City Council maintained flying foxes for appropriate wording.
- Noted that this approach will be reconsidered once we have received further advice from our contractor who maintains the flying fox.

### *Dogs at school*

- Request from Miriam about dogs at school noted. The Board welcomed further information about the proposal of using appropriately trained dogs to

assist learning at HVS, but noted that it had some reservations that would need to be addressed. Further information from Miriam invited.

#### **4. Whanau/Community engagement and feedback**

- Ian reported that the school fair made a record profit of \$32,000. There was no stand out reason for this - takings were good across all areas. However, costs were lower this year. Congratulations from all to Karen Parr and all involved in the fair for this outcome. Ian noted that approximately 75% of the parent community helped out on the day.
- A discussion will be held in the New Year around how the school can best spend funds raised, and community input into this. The Board noted the increasing costs of HVS taonga like the flying fox, playgrounds, bike track and bikes. Agreed that a strategic, long term approach to this decision making and maintenance of those assets is required.
- Ends 9.30pm.

Next meeting 18 February 2020.