

HOUGHTON VALLEY SCHOOL MINUTES OF THE BOARD OF TRUSTEES

Date: Monday 25th May 2020 7pm

Meeting: Whole Board

Venue: Online meeting (Zoom)

Open: 7:00pm

Welcome and Apologies

Present: Susan Hall, Teneti Ririnui, Bret McKenzie, Luana Carroll, Steph Bosch (staff rep), Richard Carroll (Chair), Angela Williams

No conflicts of Interest.

Minutes of the last Board of Trustee's meeting approved.

School Stewardship

Previous minutes

The minutes from the April meeting were reviewed and approved.

At 7.05 the Board went into Committee.

At 7.07 the Board exited Committee.

Chair

The Board unanimously voted Richard into the Chair role.

Success planning

Discussion about the need to plan for Richard and Susan leaving the Board at the end of this year. All members will continue to look for possible replacements.

COVID 19 response

Things have worked pleasantly smoothly since the return to school. We had 96% of kids back on Monday, 92% back on Tuesday. There was a bit of fluctuation of numbers over the week with some tired children.

Staff are feeling good and LT has been checking in to make sure everyone is feeling safe.

Parents have been fantastic about the new approach to drop off and pick up.

Earthquake

No issues this morning from today's earthquake although there were a few unsettled kids and staff.

Term dates

There are no changes to term dates - this becomes a long term, until 3 July. This is part of the reason for the slow start so that both teachers and kids can pace themselves.

Governance manual

Work is progressing. The existing manual was clunky and difficult to use. Ange has sourced some examples from other schools for better options. Looking to produce a good fit for purpose /user-friendly alternative.

Principal's report

COVID is having an impact on our financial planning:

- Some families are deferring their kids starting; and others may not be able to start (for a range of issues, including delays in building new houses). Since we are funded on a per child basis this is having an impact on our financial projections. Depending on whether this recovers, there is a risk that it may have an impact on staffing next year.
- Fundraising projections for the year have potentially taken a significant hit. This has a potential impact on next years' budget, but also may impact things like this year's school camp. The Board discussed the financial pressures on our community at the moment and our limited ability to be able to fundraise. Luana noted that we are not aware of any firm plans on relief from the Ministry at this time.

To address this the Board resolved to:

- Open roll temporarily until 26th June for year ones.
- Suspended swimming for term 2. We will revisit this at our June meeting for term 3.
- Deferred camp decision until we have further information about health and safety and potential fundraising options.
- Susan to catch up with Ian. We are keen to crowdsource some innovative fundraising options.

PAT results

Miriam and Steph have put together the PAT results from this year, but they are necessarily limited because of the lack of face to face time teachers have had.

Property

Plans for renewing the library and admin block were put together in 2018. A range of options have been put forward and the Board needs to provide our feedback and clearly articulate our aims and what we want to get the best for our school and our community. Luana will start a document which Board members will contribute to capture this, in advance of a meeting with our Ministry/Property adviser.

The blue slides have been damaged, potentially from vandalism. We will await an investigation into the adventure playground before assessing options for replacing them.

Audited accounts

The Board noted the report. Luana acknowledged all the work that Denise has done to get the accounts finalised and through the audit process.

Noted the single recommendation that the Chair should co-sign on the Board's sundry expenses.

Kelly club

The Board noted that Kelly club's numbers are low as a result of the COVID disruption. The Board resolved to waive their monthly donation for May and June.

Whanau engagement and feedback

Learning from home evaluation

36 people have responded and given positive feedback and some good, positive ideas for things we could work on if we need to go back into Alert Level 3 or 4.

One significant positive was the need for kids to take some control of their own learning and the agency that it has encouraged. The teachers are looking to further develop skills in these areas.

Meeting Closed: 9:00pm

Next meeting: 22 June 2020

 RICHARD ARROU
07-09-20

