

Houghton Valley School Board of Trustees Meeting Minutes DRAFT

Monday 9 May 2022

Meeting held via Zoom

Meeting opened: 7:05pm

Present: Mike Brough, Georgie Ferrari, Vanessa Smith, Luana Carroll (Principal), Emily Faith (Secretary)

Apologies: Bret McKenzie, Stephanie Bosch

Mike volunteered to chair the meeting in Bret's absence.

Conflicts of interest: None

Last month's minutes: Mike moved they be approved; Vanessa seconded.

1. Principal's Report

Shift into Orange level should open things up a bit, with more events underway. Super hui next Monday; this cross-school group hasn't been able to meet for over a year due to COVID. At school, keen to progress Inquiry topic, leading into Matariki celebrations.

Year 5/6 school camp is normally held at the venue 'Palm Grove', which is being sold; luckily we have been able to find a replacement venue. Planning underway. (Dates: Monday 14th to Wednesday 16th November.)

Have adjusted plans for cross-country; optional competitive race, run in year groups; followed by whole school colour fun run. Still being cautious around children recovering from COVID. Even for PE, not pushing things, and building up stamina slowly. Also aware that there might be an increase in COVID next fortnight/month. We are also looking for events that parents can join in, as we haven't been able to get whānau into school this year.

Suspended the activity fee last term, but we are going to bring this in to allow for more events in the coming terms.

Nice to see parents back around the school again, and especially to see parents of new entrants, and other newcomers to the school.

With all this, we don't want to do too much as we are aware we still have whānau who are cautious, haven't had COVID, and have health issues (etc).

Encouraging senior children to continue wearing masks at school. Three new cases in Rimu class today - 9 household contacts and 5 positive cases today. No in-school transmission. However still need to be cautious during the month - more communications to come via newsletter. Keeping up good hygiene practices.

Noted ongoing difficulty finding relievers when teachers are sick.

Roll steady – should get to 200 by the end of the year. Getting enquiries from people moving into the area. A lot of families are also planning overseas trips to visit relatives.

Property – procurement plan has just been signed off, and has finally gone out for tender. Sealing of top court will start in December, when it's warmer. Flying fox annual inspection undertaken. Working bee needed to get bark chips in place.

2. Budget

April accounts not finalised yet. March accounts – nothing concerning in the main items of significance, which are: 1) COVID expenses; 2) a coding issue around bulk grants; 3) netball – this will be offset by parents' fees. Masks and RAT tests provided by the Ministry of Education. Some supply issues also to note – eg science equipment purchased last September has only just arrived. Going to close off spending by end of term to ensure items arrive during the year.

Planning to advertise for a new teacher aide to support a child with health needs.

3. Election

Nominations for the vacant position closed on Friday 6 May and one nomination was received, so that person is automatically appointed to the board and there is no need to hold a voting election. The new member is Sebastian Bishop. Denise will put the declaration of results on the school website. Seb will formally join the board from 13 May and will attend the next board meeting after an induction from Bret.

4. Finish

Meeting went into committee: 7.30pm

Meeting out of committee: 7.45pm

Meeting closed: 7.45pm

Next meeting: Monday 13 June 2022

A handwritten signature in blue ink, appearing to read "Denise McKeen". The signature is written in a cursive style with a large initial 'D' and 'M'.