

HENDERSON INTERMEDIATE SCHOOL MEETING MINUTES

Location: Staffroom
Date: Monday 14th December 2020
Time: 6:00pm
Meeting No 9

Attendees

<i>Ron Crawford</i>	<i>Chairman</i>
<i>Wendy Esera</i>	<i>Principal</i>
<i>Julie-Ann Thumath</i>	<i>BOT Secretary</i>
<i>Julie Owen</i>	<i>BOT Member</i>
<i>Spencer Woolrich</i>	<i>BOT Member</i>
<i>Kahurangi Fergusson-Tibble</i>	<i>BOT Member</i>
<i>Pina Luani</i>	<i>BOT Member</i>
<i>Alaina Talamahina</i>	<i>Staff Representative</i>
<i>James Christie</i>	<i>BOT Member</i>
<i>Witeri Williams</i>	<i>BOT Member</i>

Apologies

<i>Pera Adams</i>	<i>BOT Member</i>
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MEETING OPENED AT 6.18pm with karakia led K Fergusson-Tibble

1. ACCEPTANCE OF AGENDA

That the Agenda be accepted

Moved: R.Crawford Seconded: K.Fergusson-Tibble

School Leaders presentation to the Board, including Christmas gifts.

Head Students (Jaden Lauvale, Moe To'a, Samuel Clarke and Morgan Hundermark) presented the Student Council 2020 End of Year Board Report.

Head students for 2021 were introduced to the BOT.

- Head Girl – Molly-Ann Grant
- Head Boy – Neironi Stevens
- Deputy Head Girl – Paige Wharetohunga-Tuhua
- Deputy Head Boy – Vunivalu Niupalau

Our new leaders gave feedback on the BOT funded projects this year. These include the Bike Track, Basketball Hoops, Class Hakari and Team trips around Auckland.

Head Students for 2020 and 2021 presented thank you gifts to BOT members.

2. CONFIRMATION OF MINUTES 8/2020

Moved: P.Luani

Seconded: W.Esera

3. DECLARATION OF CONFLICT OF INTERESTS

Nil

4. MATTERS ARISING FROM MINUTES 8/2020

Nil

5. FINANCE

6.1 Staff Visa Payments – checked and signed by R.Crawford

6.2 October 2020 Financial Management Report

We are currently running a healthy surplus, a very sound position as we come to the end of the year.

That the November 2020 Finance Report be accepted

Moved: W.Esera

Seconded: R.Crawford

6. PRINCIPAL'S REPORT

The Annual Report has been completed, this was presented as part of the Charter. Our 2021 Targets are focused on increasing the % of students making accelerated progress.

The Māori Action Plan has been updated to include the new Tau Mai Te Reo document. Each class will have a Te Reo Leader who will support their class through weekly words and phrases. At the beginning of 2021 we will survey all students on their level of Te Reo and repeat this at the end of the year. Mark Snowden has been appointed to the role of Treaty Partnership Manager in 2021 and will support Te Reo Leaders throughout the year.

We are booking the Unitec Whare for a Noho Marae in 2021. This will be a great chance for the BOT and Staff to get to know each other better.

The P.I. Action Plan 2021 has been updated to reflect the Action Plan for Pacific Education 2020-2030.

The Budget for 2021 has been adjusted. The BOT would like to continue the Team Hakari. These were great experiences for our tamariki.

We have created a new role in 2021, Pacific Liaison Manager. Dawn Hauraki has been appointed to this role.

That the Principal's Report be accepted

Moved: A.Talamahina

Seconded: J.Owen

7. SELF REVIEW

7.1 Polices

Anti-Bullying Policy

It was requested that one addition to be made:

9. If there is an allegation of bullying against the Principal it will be resolved by the BOT Chair and one other Board Member.

Moved: P.Luani

Seconded: W.Williams

7.2 Māori and Pasifika Action Plan Reviews

These were both tabled for the BOT.

7.4 Stand Downs – 2021 Report tabled

A general conversation was held about the Stand Downs and if there were any patterns.

7.5 International Student Attestation 2021

W. Esera and S. Hammon have completed this self-review. This was tabled for the BOT.

7.6 Schoolwide Achievement – Te Whānau Moko Student Achievement Report – This was tabled for the Board.

W.Esera acknowledged the farewell for H.Tobin held last Friday.

Te Whānau Moko Staff have been undertaking PLD through the COL over the last three years. The COL Across School Leader for Bilingual Education has offered to support S.Hirinuki as she moves into the Team Leader role for Te Whanau Moko in 2021.

The Teacher Aide who supported Te Whānau Moko this year will continue working to support students in 2021.

8. PROPERTY

8.1 Update on MOE Projects

The 7-10 block has been signed off, construction is ready to get underway.

The two new prefabs have been delivered ready for services to be installed in Term 1.

W.Esera and R.Crawford met with the design team from the MOE to discuss the Master Plan for the school for the next 30 years. This includes the new two-story block to begin in 2022.

8.2 Workplace Health and Safety

That the Work Health & Safety report be accepted

Moved: W.Esera

Seconded: A.Talamahina

9. UPCOMING DATES

Formal Prize Giving – Tuesday 15th December, 7pm

10. GENERAL

Charter 2021 - This was tabled for the Board.

That the 2021 Charter be accepted

Moved: W.Esera

Seconded: J.Owen

10.1 Staffing 2021 – appointments

Two appointments have been made for 2021.

The Board ratified the appointment of Keith Beattie and Charlotte Owen

Moved: W.Esera

Seconded: S.Woolrich

10.3 Lunches in Schools update

W.Esera met with the team from Spotless who will be providing the MOE funded school lunches in 2021. Three Staff from Spotless will come with the lunches at 11.30am each day beginning Week 2, Term 1. Lunches will be brought in in refrigerator trucks then set-up on tables outside the Hall ready to be placed in class bins. Those with special dietary requirements will be catered for.

The Staff from Spotless will clean up and take away rubbish. Any surplus lunches will be shared out with students.

The Board went In-Committee at 6.50pm

That the public be excluded from the following parts of the proceedings of this meeting, namely personnel, The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to this matter, and the specific grounds under Section 48 (1) of the local Government Official Information and Meetings Act 1987 for passing of this resolution are as follows: To maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment.

The Board came out of In-Committee at 7.05pm – Thank you letters from Staff were discussed. The Staff Annual Scholarship Applications were discussed. The Principal left the meeting for this discussion.

The Board asked the Principal to return to the meeting.

The BOT would like to acknowledge the staff leaving and their contributions made to H.I.S. during their time here. Hone Tobin has been a long serving Staff Member and is moving on to Massey High School in 2021. Ethan Edmonds has been with us for the 2020 School year and is moving on to Bruce McLaren Intermediate. Stacey Dawson leaves us after being here since 2017. As she no longer wants full time employment, she will be our number one reliever. There are also several Teacher Aides leaving to continue Teacher Training – Micaih Gillies, Brenna Lambert, Suli Ma'asi, Venessa Thorland. We wish them well in their teacher training!

MEETING CLOSED AT 7.20pm

Chairperson: _____ DATE: _____