

# HENDERSON INTERMEDIATE SCHOOL MEETING MINUTES

Location: Zoom Conference Call  
Date: Monday 4<sup>th</sup> May 2020  
Time: 6:00pm  
Meeting No 3

## **Attendees**

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

## **Apologies**

***Pera Adams***

*MEETING OPENED AT 6.10PM with karakia led by Witere Williams*

### **1. ACCEPTANCE OF AGENDA**

1.1 That the Agenda be accepted

***Moved: J Christie***

***Seconded: P Luani***

### **2. CONFIRMATION OF MINUTES 2/2020**

***Moved: W Esera***

***Seconded: S Woolrich***

### **3. MATTERS ARISING FROM MINUTES 2/2020**

3.1 Nil

#### **4. FINANCE**

##### **4.1 Finance report**

There is no finance report for this meeting.

##### **4.2 General**

PPE Gear has been purchased with a cost to the school of \$3400.

All staff were invited to come to school last week to get the flu shot. The cost of this will be covered by the Ministry of Education.

**4.3 Staff Visa Payments** – Staff Visa payments to be bought to the next face to face Board Meeting

#### **5. PRINCIPAL'S REPORT**

Wendy feels that the staff are well on top of the game in terms of working remotely online with their students. Parents have been in contact to say they feel very appreciative of what teachers are doing and are excited at the work their children are getting. When the school reopened last Wednesday we had a plan for 2 bubbles however we have had less children turn up than expected so currently we only have 1 bubble. The bubble includes 1 Teacher and 1 Teacher Aide and this is to ensure there is an adult supervising students at **all** times. The amount of students at school since last Wednesday are: Wed: 4, Thurs: 3, Fri: 2, Mon: 5. Teachers are currently working on a Student Learning Progress Report for their students that is to be sent out to families this Friday 8<sup>th</sup> May. It is not the same as a normal mid-year report however since goal setting meetings were cancelled due to lock down. This report however, will give parents some kind of idea of where their children are achieving at.

The Board asked if they can find out how many students are engaging each day for online learning. This information will be gathered and sent out to the Board.

That the Principal's Report be accepted

*Moved: A Talamahina*

*Seconded: P Luani*

#### **6. SELF REVIEW**

##### Curriculum Assessment and Reporting

This policy was not reviewed and will be brought back to the next Board meeting with some changes added in regards to home/online learning.

##### Performance Management

Item 11 – The Board agreed the wording “Professional Standards for Teachers” will be removed from this policy.

*Moved: W Esera*

*Seconded: J Owen*

The Board had a lengthy discussion around this Pandemic and possible policies and how we can add guidelines to our existing policies and/or create a new Pandemic policy. This will be looked into by Wendy and brought to the next Board meeting.

#### **7. PROPERTY**

##### **7.1 Workplace Health and Safety**

There was no Health and Safety report presented as there has been no issues/incidents due to school shut down.

## **7.2 Update on Property/Classrooms**

There has been discussions with the Ministry around Rooms 17,18,19,20,28,29 and they are moving ahead with the idea of taking away these classrooms and building a new 2 story block of 8 in its place.

The Room 7-10 Project is progressing as well which will also give us an additional classroom. This is very exciting for the school.

There has been a phone call from the company that is arranging the bike track around the school. This is great for our students as there may well not be team sports for a while so this would be well utilized by students. This bike track will also be open to the public in the weekends which is great for the community. The roof project and new carpark are underway again starting last week. The Board had another discussion about the students request to put a footpath along the back driveway. This was looked into last year and there is limited area to expand because of services running along the fence to the concrete drive. We do need to identify what services are in the ground before making any decisions regarding this. There is an opportunity to road mark the path or add some extra signage. This will be looked into.

## **8. GENERAL**

### **8.1 Update on COVID-19 Alert Level 2**

The Ministry will give us directions on what to do in Level 2. Once we know what it will look like, Wendy will be in touch with the Board.

The Board would like to acknowledge their friend and fellow Board member who is sick at the moment. Wendy will send flowers on behalf of the Board.

**MEETING CLOSED AT 7.05 pm with a karakia led by Kahurangi Fergusson-Tibble**

Chairperson: \_\_\_\_\_ DATE: \_\_\_\_\_

## **MEETINGS**

**NEXT BOT MEETING MONDAY 15<sup>th</sup> JUNE 2020 – 6PM**