

HENDERSON INTERMEDIATE SCHOOL BOARD MEETING MINUTES

Location: Boardroom
Date: Monday 29th July 2024
Time: 6:00pm
Meeting No 5

Attendees

Viv Carr	Principal
Alaina Talamahina	Staff Representative
Julie Owen	Board Member
Spencer Woolrich	Board Member
Ebony-Rose Andrews	Board Member
Adelma Rimoni	Board Member
James Christie	Acting Presiding Member
Shania Hammon	Board Secretary

Apologies

Pera Adams	Board Member
Raj Maharjan	Board Member
Ron Crawford	Presiding Member

Meeting opened at 6pm with karakia by S Woolrich

1. ACCEPTANCE OF AGENDA

That the Agenda be accepted

Moved: J Owen

Seconded: S Woolrich

2. CONFIRMATION OF MINUTES 4/2024

Moved: S Woolrich

Seconded: E Andrews

3. DECLARATION OF CONFLICT OF INTERESTS

Nil

4. FINANCE

4.1 Staff Visa Payments – These have been approved by the Board.

4.2 Special Expenditure – No special expenditure.

4.3 May and June 2024 Finance Reports

Both tabled as read. Viv Carr had a meeting with Education Services to go over items in the reports. Items in red under 'Capital Items' have not been budgeted for. Red. Viv will have a think about how to go about budgeting these for next year so the "Financial Position" section will have more accurate figures. The School has received a banking staffing refund from 2023 of just over \$140K. This will no longer be paid out from next year. The Board asked if there was a plan to use the current under-use of staffing. Viv is well aware of this and is busy using the under-use.

That the May and June 2024 Finance Reports be accepted

Moved: S Woolrich

Seconded: J Owen

5. PRINCIPAL'S REPORT

This was tabled as read. Spoke about PULSE monitoring wellbeing. Students are doing this every Tuesday. The Board asked about the students who indicate they require extra support. It is dealt with within the classroom and the teacher. The questions generate the data captured in the report.

That the Principal's Report be accepted

Moved: A Rimoni

Seconded: J Owen

6. SELF REVIEW

6.1 Policies

Financial Management Policy

No changes to be made.

Moved: V Carr

Seconded: A Rimoni

Use of School Facilities

No changes to be made.

Moved: V Carr

Seconded: A Rimoni

Pasifika Action Plan Review

This was tabled as read. This report was to show what has been done over the past 2 terms towards the shifts. The School has great Pacific Liaison Managers. There is no Pasifika Celebration Evening this term. The students are busy getting ready for the end of year celebration.

Moved: V Carr

Seconded: A Rimoni

Māori Action Plan Review

This was tabled as read.

Moved: V Carr

Seconded: A Rimoni

Semester 1 Reviews – Social Science, Science and P.E.

This was tabled as read.

Moved: V Carr

Seconded: A Rimoni

PULSE Student Survey Report.

This was tabled as read. The system works very well. Teachers get alerted to students needing extra support and if the student is feeling negative. The teacher will check in with the students to establish why they are feeling this way. This was also discussed as part of the Principal's Report.

Moved: V Carr

Seconded: A Rimoni

7. PROPERTY

7.1 Update on Property

Fale opening went well. 6 classrooms were removed during the holidays via a temporary road across the field. Shade sails had to be taken down and then reinstated as part of this. The cost of doing this was covered by contractors. Viv has asked for temporary fencing to remain around the area where classes were removed for as long as possible to give the ground a chance to grow.

The block 10 & 11 project had remedial works done during the holidays – this being the roof and the toilet wall linings. The urinal has also been removed as this was not requested in the first place. New gutters have been put on Rooms 20 and 21 at the school's expense and a new roof might be needed in future. This was not part of the scope of works.

7.2 Work Health and Safety Report

This was tabled as read.

Shania gave an update on items that were not complete. The Board asked about the issues with the fire mimic. This is due to a new law that requires areas to be marked via engraving and not labels. This is under warranty and the company who installed it is organizing a replacement.

8. UPCOMING DATES

Board Meeting – 26th August 6pm

9. GENERAL

9.1 Bag Search Report

Tabled as read. This was included as per the School Policy. In future, the names involved will be blanked out.

The Board went In-Committee @ 6.25pm.

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 @ 6.30pm

The Board discussed a personal matter.

MEETING CLOSED AT 6.35pm by Ebony-Rose Andrews.

Presiding Member:_____ **DATE:** _____