

# HENDERSON INTERMEDIATE SCHOOL BOARD MEETING MINUTES

Location: Boardroom  
Date: Monday 9<sup>th</sup> September 2024  
Time: 6:00pm  
Meeting No 6

## **Attendees**

Ron Crawford	Presiding Member
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	Board Member
Raj Maharjan	Board Member
Shania Hammon	Board Secretary

## **Apologies**

Pera Adams	Board Member
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**Meeting opened at 6pm with prayer by J Owen**

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

*That the Agenda be accepted*

*The Head Student Report has been moved to the next Board meeting.*

**Moved: J Owen**

**Seconded: A Talamahina**

### **2. CONFIRMATION OF MINUTES 5/2024**

**Moved: S Woolrich**

**Seconded: V Carr**

### 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 July 2024 Finance Reports

This was tabled as read.

Will find out about provisional staffing on Friday 13<sup>th</sup> September. Viv has someone coming in from the Ministry to help with 2025 budget as this will be her first ever budget.

The Board discussed the capital items that have a \$0 budget. Queried why they had no budget. These items were approved by the Board from unallocated funds. They have not been coded to specific items rather than not budgeted for.

Ron will sit with Viv to go over 2025 budget.

Power bill has gone up significantly. Discussion between schools have shown we are not the only school to be affected. Hoping the Ministry will provide more in the operating grant to help with this. The Board talked about the possibility of solar panels. This is something that can be looked into further down the track. The Board discussed the Sports and Cultural expenditure and it was clarified this has been spent on a hockey goalie kit and sports uniforms.

*That the July 2024 Finance Reports be accepted*

**Moved: J Owen**

**Seconded: A Talamahina**

### 5. PRINCIPAL'S REPORT

This was tabled as read.

New mathematics curriculum was released on the 12<sup>th</sup> April. Survey was sent out to gather student voice about math at H.I.S. Comments were taken to staff meeting and all staff are looking at how math is delivered at H.I.S and how students can be learning and achieving better.

PRIME is core of math programme at H.I.S but want to introduce other ways to teach math. The Board spoke about the spelling of words (American spelling) in PRIME math books as this is not a NZ created resource. It will be interesting to see what NZ comes out with. 1 hour of math per day is non negotiable. This includes bilingual classes.

The Board discussed the hui held at Pomaria Primary. This was a successful evening. The Board discussed the re-instatement of Library. Pinboard walls have been removed. It requires new shelving. Aim to have this re-opened in Term 4. Room 1 will be a dual purpose space when students are not using the library. A budget of \$95,000 to reinstate the Library back to an operational state has been approved by the Board.

*That the Principal's Report be accepted*

**Moved: E Andrews**

**Seconded: A Rimoni**

*That a budget of \$95,000 be set for Library*

**Moved: R Crawford**

**Seconded: S Woolrich**

## **6. SELF REVIEW**

### **6.1 Policies**

Food and Nutrition Policy

*Change point 5 to 'We are a water only school', remove 'All students will be provided with a water bottle...'*

*Policy has been approved temporarily until more information about 'Lunches in Schools' is released.*

**Moved: R Crawford**

**Seconded: A Talamahina**

Animal Welfare Policy

*No changes to be made.*

**Moved: E Andrews**

**Seconded: A Talamahina**

School Vans Policy

*No changes to be made. Shania to make sure dashcams are reinstated.*

**Moved: R Maharjan**

**Seconded: J Christie**

## **7. PROPERTY**

### **7.1 Update on Property**

This was covered in Principal's report.

### **7.2 Work Health and Safety Report**

This was tabled as read.

The Board had a discussion about RAMS. It is the Principal's responsibility to approve RAMS as per policy. The Board has requested the RAMS folder will be brought to Board meetings and RAMS that include an overnight stay will be in the Board pack. There was a discussion about the recent lockdown drill. Not every space could hear the automated lockdown message. This is because it did not go through internal speakers. Process has reverted back to manual message through phone system. Shania is working with Norrcom to try and find a solution for this.

The Board asked if parents/caregivers can be sent txt updates in the event of an emergency. Shania will investigate if this can be done.

It was requested if curtains/blinds can be installed as not all classes have them. Ron and Viv will look into this.

## **8. UPCOMING DATES**

Board Meeting – 21<sup>st</sup> October 6pm

Board Meeting – 18<sup>th</sup> November 6pm

Board Meeting – 16<sup>th</sup> December 6pm

**MEETING CLOSED AT 7.06pm with karakia by Raj Maharjan**

**Presiding Member:**\_\_\_\_\_ **DATE:** \_\_\_\_\_