

Hauraki School
BOARD MEETING MINUTES

Monday 17th September 2018
7.30pm

Present: Brendon Clark (Chair), Jennine Cassidy (Secretary), Melanie Toft, James Greenway, Christopher Pipes & Clarinda Franklin (Principal)

Also present: Grant Thomlinson

Apologies: Grant Signal

Previous Minutes: Read and Accepted by Brendon Clark & Clarinda Franklin

Matters Arising:

- The Teachers Induction, Bullying and Sexual Harassment Policies have now been signed off.
- As a Main Contractor for the 'New Build' has still not been appointed, Chair, Brendon Clark will defer writing a message/update to the community until the appointment is made.
- Swimming pool up-date – Nicky Horne is obtaining a more accurate price and ongoing running costs for the 22-metre school swimming pool, this will enable us to have a clearer understanding of timeframe.
- Christopher Pipes has now confirmed our booking for 2020 at Camp Adair.
- James Greenway confirmed that the fee structure for William Buck is acceptable.

Treasurers Report: Read and Accepted by Jennine Cassidy & Brendon Clark

- Treasurer, Grant Signal was not present, however the report was sent to the Board for review.
- It was noted that there is an opportunity to spend more on Teaching Resources if required.
- All other operating costs are broadly in line with the budget.

Principal Report: Read and Accepted by Christopher Pipes & Brendon Clark

- We had a very successful Book Week (27-31Aug) with over \$6k of books purchased during the week.
- Because roll numbers are down from this time last year, we will not open another new entry class this year.
- Maths was a focus for staff Professional Development this term. This involved a shift in teaching practice to accommodate a problem-solving approach that provides authentic application for the knowledge and strategies taught.

- We are continuing to redesign the approach to inquiry, based on the Reggio Philosophy. All Junior school teachers attended a Reggio meeting at Bailey Road School, and selected staff are attending weekly meetings to further develop concepts.

Policies:

The following policies were reviewed in accordance with MOE requirements: *Video Surveillance policy; Stand-down, Suspension, Exclusion and Expulsion policy; Teacher's Laptop Usage policy.*

- Video Surveillance Policy – After a few minor alterations, this policy is now ready to be signed off. **ACTION: Brendon Clark to sign off.**
- Suspension, Exclusion and Expulsion Policy – After a few minor wording alterations, this policy is now ready to be signed off. **ACTION: Brendon Clark to sign off.**
- Teachers' Laptop Usage Policy – This policy needs some wording changes in relation to how the laptop is used and what should be avoided. Also, the current 'Teacher Laptop Agreement' is not being used, and therefore will be deleted. It was suggested this might be a good time to remind teachers that having a laptop is a privilege, and that by accepting the Laptop they are also accepting responsibility, care and security for the Laptop. **ACTION: Clarinda Franklin to amend the policy and remind the staff.**

Risk Register:

- Nothing new to add at this time.

General Business:

- Christopher Pipes presented the triennial P.E/Health review to the Board with overall very pleasing results.
- **MOE strategic building plan update:** As of this meeting a main contractor has still not been appointed, however, progress is being made in other areas including decisions on; Demolition of buildings, building and relocating a new shed to house existing services, and putting up three new portable classes on the field. Currently this work is scheduled to start in the Christmas school holidays.
- Further to the new build, we need to provide 9 more carparks. The suggestion is to use the strip of grass up the driveway. **ACTION: Clarinda Franklin to circulate the options available for feedback.**
- A discussion took place about the possibility of a second and third school crossing. While this idea is good in principal, we have insufficient parent help to manage the crossing we currently have, and therefore struggle to see how we would manage a further two. Clarinda Franklin advised Auckland Transport of this when she submitted a response on behalf of the Board earlier in the year.

- A discussion took place in relation to our current fee structure for International Students. It was decided that our current charge of \$11,500 per year would increase to \$12,500 and would include all administration and GST costs. This is to bring our fees in line with neighbouring schools on the peninsula.

Correspondence:

- No new correspondence.

Meeting Closed at 9.50
Next Meeting: 29th October 2018



Signed _____
Chairperson, Board of Trustees

Date: 8 October 2018