

HENDERSON INTERMEDIATE SCHOOL MEETING MINUTES

Location: Staffroom
Date: 11th December 2023
Time: 6:00pm
Meeting No 9

Attendees

<i>Ron Crawford</i>	<i>Chairman</i>
<i>Wendy Esera</i>	<i>Principal</i>
<i>Julie Owen</i>	<i>Board Member</i>
<i>Spencer Woolrich</i>	<i>Board Member</i>
<i>Pera Adams</i>	<i>Board Member</i>
<i>Shania Hammon</i>	<i>BOT Secretary</i>
<i>Adelma Rimoni</i>	<i>Board Member</i>
<i>Ebony-Rose Andrews</i>	<i>Board Member</i>
<i>James Christie</i>	<i>Board Member</i>
<i>Raj Maharjan</i>	<i>Board Member</i>
<i>Alaina Talamahina</i>	<i>Staff Representative</i>
<i>Mark Snowden</i>	<i>Deputy Principal</i>
<i>Emmanuel Emau-Tupai</i>	<i>Head Boy</i>
<i>Lyra Kumar</i>	<i>Head Girl</i>
<i>Isamaela Emau-Tupai</i>	<i>Deputy Head Boy</i>
<i>Lavinia Taunga</i>	<i>Deputy Head Girl</i>
<i>Sau Ekueta</i>	<i>Pasifika Leader</i>
<i>Easter Matautia</i>	<i>Pasifika Leader</i>

Meeting opened at 6.00pm

1. HEAD STUDENT REPORT

Matua Mark Snowden presented to the Board the School Leaders Group Report which was an overview of what has been achieved this year. Students had 1 fundraising event this year. Head Students have made a school safety video which is currently being finalised and will be published. Head students suggested putting a zebra crossing between Room 18 and the Foods Room. House tokens were introduced this year and were very successful at the Big Day In. Will look how these can be used even more, next year. Sports Leaders did well helping with interclass sports. IT Leaders suggested some students need to be continually monitored on chrome books. The DPs will look into this. Enviro Leaders had a discussion around recycling around the school. They will also be helping with School Lunches next year.

Emmanuel, Lyra, Isamaela, Lavinia, Sau and Easter gave their 2023, Head Student speeches to the Board. The Board thanked them for their hard work this year and wished them well in the future.

Mark Snowden and the Head Students left the meeting at 6.02pm

2. ACCEPTANCE OF AGENDA

That the Agenda be accepted

Moved: W. Esera

Seconded: J. Owen

3. CONFIRMATION OF MINUTES 7/2023

Moved: J. Christie

Seconded: A. Talamahina

4. DECLARATION OF CONFLICT OF INTERESTS

NIL

5. FINANCE

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

4.2 Special Expenditure

The School has received an invoice from the Kapa Haka tutor. This has already been budgeted for. The Board approved this expenditure. The Board also wanted to acknowledge the efforts of the Kapa Haka Tutor this year and it is great that he will be back next year. The Board would like a thank you letter sent to him for his support and ongoing commitment to the school.

The Board approved the expenditure from the Principal's Special Account.

4.3 Finance Report

No finance report was presented this month. School is still tracking well with a comfortable surplus and tracking with a staffing refund of \$140,000.

6. PRINCIPAL'S REPORT

The Annual Plan and Analysis of Variance was tabled as read.

That the Principal's Report be accepted

Moved: E. Andrews

Seconded: S. Woolrich

7. SELF REVIEW

7.1 Polices

Child Protection Policy

This was reviewed after a request from ERO. The Board approved the revised policy as per copy in

the Board pack. A flow chart has been included. This was the suggested area from ERO to look at.

Moved: W. Esera

Seconded: P. Adams

7.2 2023 Health Achievement Report

This was tabled as read

7.3 2023 Pasifika Achievement Report

This was tabled as read

7.4 2023 WSL Mathematics Report

This was tabled as read

7.5 2023 WSL Literacy Report

This was tabled as read

7.6 Action Research Report – Reading and Writing

This was tabled as read

7.7 Stand Down and Suspension Report

This was tabled as read

7.8 Tech Report – Art, Art Design, Music and Food

This was tabled as read

7.9 School Planning & Reporting 2024 - 2025

This was tabled as read. The new Principal is delighted that this organization for 2024 is done and ready for next year. The Board approved this document.

The Board would like to acknowledge and thank the staff that are leaving for all their hard work at H.I.S.

8. PROPERTY

8.1 Update on MOE Projects

The Block 10 & 11 project is a little behind schedule as an amendment needs to be done by the Council due to a leak by the urinal.

Tiger Turf installation outside Rooms 7-11 and Atrium starts on the 15th Jan 2024.

Tentative start date for the Fale build is 23rd Jan 2024.

The new build is still on track to be completed for Term 2, 2024.

The back gate will be lowered this week so no one can crawl under it. A new higher gate is also being installed between the School and Church. Temporary fencing will be put around the front of the School over the Christmas shut down period to help secure the School from unwanted visitors.

8.2 Workplace Health and Safety

The WHS Report was tabled as read.

9. UPCOMING DATES

Final Prizegiving – 14th December 7pm

Final Day of Term 4 - Staff and Board lunch – 15th Dec, 12pm

10. GENERAL

10.1 ERO Report

This was tabled as read. The Board Presiding Member signed the Draft ERO documents.

The Board thanked Wendy Esera for all the work she has done in her time as Principal. It is bitter sweet to say goodbye but they wish her well in her future endeavors. All agreed the School is in a much better position now than when she started.

The Board went In-Committee @ 6.22pm.

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 was updated about an employment matter.

The Board also approved the 3 Staff Scholarships for 2024.

The Board came out of In-Committee @ 6.27pm.

MEETING CLOSED AT 6.28PM

Chairperson: _____ DATE: _____