

HENDERSON INTERMEDIATE SCHOOL BOARD MEETING MINUTES

Location: Staffroom
Date: Monday 21st October 2024
Time: 6:00pm
Meeting No 7

Attendees

Ron Crawford	Presiding Member
Viv Carr	Principal
Alaina Talamahina	Staff Representative
Ebony-Rose Andrews	Board Member
Adelma Rimoni	Board Member
Raj Maharjan	Board Member
Shania Hammon	Board Secretary
Mark Snowden	Deputy Principal – left at 6.20pm
Azrael Eliesa	Head Boy – left at 6.20pm
Satlen Pauli-Tuaiti	Head Girl – left at 6.20pm
April McGrath	Deputy Head Girl – left at 6.20pm
Jerome Ulberg	Deputy Head Boy – left at 6.20pm

Apologies

Pera Adams	Board Member
Julie Owen	Board Member
Spencer Woolrich	Board Member
James Christie	Board Member

Meeting opened at 6pm with karakia by M Snowden

1. HEAD STUDENT REPORT

Head Students presented their slideshow presentation. The Board commended them on their report. The Board supports their recommendation for another leadership trip to Waitangi in 2025 and their idea of visiting local primary schools. The Board asked the Head Students to put together a business case for their 'buddy Bench' idea which includes design, costs etc and bring this back to the Board asap.

2. ACCEPTANCE OF AGENDA

That the Agenda be accepted

Moved: V Carr

Seconded: E Andrews

3. CONFIRMATION OF MINUTES 6/2024

Moved: E Andrews

Seconded: A Rimoni

4. DECLARATION OF CONFLICT OF INTERESTS

Nil

5. FINANCE

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

5.2 Special Expenditure – No special expenditure.

5.3 August 2024 Finance Reports

This was tabled as read. Barrier arm was replaced under maintenance.

That the August 2024 Finance Report be accepted

Moved: R Crawford

Seconded: A Talamahina

5.4 Blinds Quote for Rooms 18,19, 20 & 21.

This was approved in principle and left with the Principal to proceed if suitable.

That the quote from Window Answers for the amount of \$3540+gst be approved.

Moved: R Crawford

Seconded: A Talamahina

6. PRINCIPAL'S REPORT

This was tabled as read. Working hard this term on quality teaching and learning. Trialing 'Literacy Hour' which includes writing/spelling/handwriting/punctuation in Term 4. Currently working through planning for 2025. Structured maths will continue next year.

That the Principal's Report be accepted

Moved: A Rimoni

Seconded: R Maharjan

7. SELF REVIEW

7.1 Policies

Classroom Release Time

Changes approved as per revised copy in Board Pack.

Moved: R Maharjan

Seconded: A Rimoni

Workplace Health and Safety

Changes approved as per revised copy in Board Pack.

Moved: E Andrews

Seconded: R Maharjan

International Students Policy

No changes to be made. If international students are to return to H.I.S, this policy will be reviewed again.

Moved: R Crawford

Seconded: E Andrews

8. PROPERTY

8.1 Update on Property

Library almost complete. Waiting for some shelving to be delivered.

Refurbishment of Rooms 3-6 was done over school holidays. Fencing behind rooms 18 & 19 was also done.

The plans for the 'Native Garden' were discussed. Indicative pricing for this project is \$60,000. This was approved by the Board.

The Board discussed fully concreting the back carpark, installing an automatic gate and concreting next to the gym as well as repairing existing carpark. This has been discussed previously. A budget of \$150,000 was set for this. The contractor for this project will be Keith Walker Construction and hoping to start this project over the Christmas Holidays.

The toilets behind Rooms 13, 14, 16, 17 are underway. Tenders have gone out and a decision will be made later on in the week. Hoping to have this done in the Christmas School Holidays.

The Board will have a discussion at the beginning of 2025 to decide what the property priorities will be for the year.

8.2 Work Health and Safety Report

This was tabled as read.

8.3 RAMS Folder

This was tabled and RAMS folder is available for the Board to see at any time. Adventure Trust Program RAMS was also tabled as read.

9. UPCOMING DATES

Board Meeting – 18th November 6pm

Prizegiving – Wednesday 11th December 11am

Board Meeting – 16th December 6pm

End of Term 4 – Wednesday 18th December 12pm

Staff and Board end of year lunch – Wednesday 18th December 1pm

10. GENERAL

10.1 Ngā Tāngata o te Moana-nui-a-kiwa Art Exhibition

Opening night is Tuesday 22nd Oct 5.30pm. Amazing showcase of students work.

10.2 Hub News

The Board would like to acknowledge the staff and students involved in this. It is awesome.

Meeting closed at 6.52pm with karakia by A Rimoni

Presiding Member: _____ **DATE:** _____