

# HENDERSON INTERMEDIATE SCHOOL BOARD MEETING MINUTES

Location: Staffroom  
Date: Monday 25<sup>th</sup> March 2025  
Time: 6:00pm  
Meeting No 2

## **Attendees**

Ron Crawford	Presiding Member
Viv Carr	Principal
Alaina Talamahina	Staff Representative
Julie Owen	Board Member
Spencer Woolrich	Board Member
James Christie	Board Member
Ebony-Rose Andrews	Board Member
Adelma Rimoni	Board Member
Pera Adams	Board Member
Raj Maharjan	Board Member
James Christie	Board Member
Shania Hammon	Board Secretary
Mark Snowden	Deputy Principal
Azrael Eliesa	Head Boy
Satlen Pauli-Tuaiti	Head Girl
Jerome Ulberg	Deputy Head Boy
April McGrath	Deputy Head Girl

**Meeting opened at 6.00pm by James Christie**

## 1. HEAD STUDENTS REPORT

The 4 Head Students introduced themselves to the Board. The Board requested they return to another Board Meeting in Term 2 with ideas on what the Board could help them achieve this year.

## 2. ACCEPTANCE OF AGENDA

*That the Agenda be accepted*

**Moved: J Owen**

**Seconded: S Woolrich**

## 3. CONFIRMATION OF MINUTES 1/2024

**Moved: V Carr**

**Seconded: A Talamahina**

## 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 this month.

### 5.3 February 2024 Finance Report

The February 2024 Finance Report was tabled as read.

The Board are comfortable with their current finances and are aware that there are a number of big expenses to come out over the next few months (Fale, Tiger Turf, Electric Gates, Shade sail). These have all been previously approved.

*That the February 2024 Finance Report be accepted*

**Moved: P Adams**

**Seconded: J Christie**

## 6. PRINCIPAL'S REPORT

This was tabled as read.

*That the Principal's Report be accepted*

**Moved: J Owen**

**Seconded: S Woolrich**

## 7. SELF REVIEW

### 7.1 Policies

Personnel

*No changes*

**Moved: R Maharjan**

**Seconded: A Rimoni**

Parent Help

*No changes to be made*

**Moved: E Andrews**

**Seconded: P Adams**

## Digital Devices

*This has been revised as per copy in Board pack in line with Government regulations*

**Moved: S Woolrich**

**Seconded: A Rimoni**

### **7.2 PAT Data – Term 1**

V Carr spoke to the PAT Reports. This is done 2x per year. This year there is the addition of grammar and punctuation which is part of a program being run called 'The Code'. The Board asked how the results compared to last year. V Carr will provide this information in the next Board pack. The PATs at the beginning of the year are a starting point for the rest of the year.

*That the PAT Data Report be accepted*

**Moved: E Andrews**

**Seconded: J Christie**

### **7.3 Core Culture Document**

Tabled as read. This has had a revamp for 2024.

*That the Core Culture Document be accepted*

**Moved: V Carr**

**Seconded: R Maharjan**

## **8. PROPERTY**

### **8.1 Update on Property**

The roof on the Fale is underway. The next step is concreting the base. An Architect has been engaged to looking at designing the gardens around the Fale. The Board approved via email, \$50,000 to go towards the upgrade of Block 10 & 11 (LISK project). This was due to a variation on the toilet block. The Board may look into putting fencing around the back carpark to separate the carpark and court area. The automatic gate has been installed at the front of the school. We are waiting on the manual pedestrian gate. Once this is installed, the school will be able to be locked up during non-school hours. The shade sail in front of rooms 12 -17 will start on the 8<sup>th</sup> April. The astro turf on the courts will also start on the 8<sup>th</sup> April. The process is underway for the upgrade on the toilets behind rooms 13 & 17 out of 5YA money. Jess (SWIS) is moving to room 4 and there has been a suggestion to look at upgrading the staffroom.

*The Board approved engaging an Architect to have at a look at a new design for the staffroom.*

**Moved: R Crawford**

**Seconded: P Adams**

An updated cyclical maintenance plan was tabled. This is a work in progress as the format needs to be changed. A total of \$90,000 was identified for cyclical maintenance in 2024. The Board agreed this would be organised by R Crawford and V Carr over the course of 2024 to complete the items identified. It would not need further Board approval unless the amount exceeds \$90,000.

**Moved: R Crawford**

**Seconded: P Adams**

## **8.2 Work Health and Safety Report**

This was tabled as read.

There is signing writing being added to the back driveway advising drivers to slow down and the speed limit is 5KM.

## **9. UPCOMING DATES**

New build opening – Friday 5<sup>th</sup> April 6.30am

Board and Staff morning tea – Tuesday 9<sup>th</sup> April 10.30am

Board Meeting – Monday 13<sup>th</sup> May 6pm

NZSBA Conference – 6 – 9 June

## **10. GENERAL**

### **10.1 Resource Consent Application LUC60410763**

The Board discussed and do not support this. A submission will be made opposing this.

***MEETING CLOSED AT 6.39pm followed by walk through of new build.***

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