

HENDERSON INTERMEDIATE SCHOOL MEETING MINUTES

Location: Staffroom
Date: 16th October 2023
Time: 6:00pm
Meeting No 7

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>Raj Maharjan</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> |

Apologies

| | |
|--------------------------|-----------------------------|
| <i>James Christie</i> | <i>Board Member</i> |
| <i>Alaina Talamahina</i> | <i>Staff Representative</i> |

Meeting opened at 6.00pm with karakia by Adelma Rimoni

1. ACCEPTANCE OF AGENDA

That the Agenda be accepted

Moved: J. Owen

Seconded: S. Woolruch

2. CONFIRMATION OF MINUTES 6/2023

Moved: J. Owen

Seconded: E. Andrews

3. DECLARATION OF CONFLICT OF INTERESTS

NIL

4. FINANCE

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

4.2 August 2023 Finance Report

This was tabled as read.

There is a typo with the interest rate on Page 8. Education Services will be informed.

Property expenditure is up. The Board is conscious of the increase and this has all been previously approved.

That the August 2023 Finance Report be accepted

Moved: A. Rimoni

Seconded: R. Maharjan

4.3 Special Expenditure

No special expenditure this month

4.4 2024 Draft Budget

Tabled as read. This is the first draft. W Esera talked through a few items to note. The Presiding Member will meet with the Principal before the next Board meeting to discuss.

4.5 Fencing Quote

There is some fencing that needs to be done around the back of the School. This is a Health and Safety issue. The Board approved the quote that was supplied in the Board Pack.

That the Fencing quote from C & K Farrell Contractors for \$16,168+gst be accepted

Moved: S. Woolrich

Seconded: R. Maharjan

5. PRINCIPAL'S REPORT

This was tabled as read. The roof shout hāngi lunch was very well received by the Builders. The Board wanted to acknowledge and thank the staff that organized and cooked the hāngi.

There is a teacher being interviewed for Te Whānau Moko this week. The Board will be informed of the outcome of this interview.

That the Principal's Report be accepted

Moved: P. Adams

Seconded: J. Owen

6. SELF REVIEW

6.1 Polices

International Student Policy

No changes

Moved: W. Esera

Seconded: P. Adams

6.2 Student Achievement Report – Social Sciences

This was tabled as read

6.3 Student Achievement Report – Science

This was tabled as read

6.4 Pacific Education Action Plan Review

This was tabled as read

6.5 Māori Action Plan Review

This was tabled as read

7. PROPERTY

7.1 Update on MOE Projects

The concrete in the carpark has been done over the recent school holidays. Currently waiting for it to age a little before getting lines painted on it. While this was being done, an electrician came in to lay a new power supply for the upgraded sign. A pipe was thrust under the group and it lifted the concrete in front of the admin block which meant the doors couldn't be opened. This was fixed before students returned to School. R Crawford met with the Tiger Tuft people to look at putting turf in on the courts in front of the new build. They have quoted \$140K+GST with a contingency for variations as there was only a PC sum for repairs of the base. The Board agreed to go ahead with this.

That the Board approved for the courts to be turfed at the cost of \$140,000+GST

Moved: S. Woolrich

Seconded: J. Owen

The Board had a discussion about concrete and shading in front of the Room 12 – 17 block. The Board approved getting the entire area in front of Rooms 12 – 17 concreted and R Crawford will organise this. They have also approved R Crawford to get pricing for a shade structure (same as one in front of 7-11) to cover this concreted area. The Board were very supportive of this idea.

That concrete be laid in front of Rooms 12 – 17 and R Crawford to source pricing for shade structure.

Moved: P. Adams

Seconded: E. Andrews

The Board had a discussion about security of the school after a recent break in during the school holidays and it was approved for R Crawford to engage with an architect to get pricing for this as per previous minuted discussion.

The Board discussed the Fale. Keith Walker Construction will be the builder for this project. R Crawford will oversee the construction.

7.2 Workplace Health and Safety

Tabled and discussed.

S Hammon gave an update on this. There was a recent incident of a sub-contractor on the school grounds who supplied religious material to a student. This has been reported back to the person of charge of this project who has assured us this sub-contractor will not be back on a school site.

As a result, the school has tightened up processes for contractors on site. All regular contractors will be police vetted and non-regular contractors will be supervised while on site.

8. UPCOMING DATES

Board Meeting – 20 November
Principal Farewell – 24 November
Board Meeting – 11 December

9. GENERAL

The Board went In-Committee @ 6.42pm.

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 discussed an employment matter.

The Board came out of In-Committee @ 6.49pm.

The Board went In-Committee @ 5.53pm – W Esera and S Hammon were asked to leave.

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 discussed the Principal position for next year.

The Board came out of In-Committee @ 7.17pm.

MEETING CLOSED AT 7.18PM

Chairperson: _____ DATE: _____