

Houghton Valley School Board of Trustees Meeting Minutes

Monday 28 August 2023

Meeting opened: 7:10pm

Present: Seb Bishop (Presiding Member), Mike Brough, Bret McKenzie, Jesse Pirini, Ana Tovey (parent representatives), Luana Carroll (Principal)

Apologies: Stephanie Bosch (on leave), Emily Faith

Welcome, opening Karakia, school vision.

Conflicts of interest: Nil

Last month's minutes: Approved.

1. Principal's report

Luana asked to open the roll for years 1,2,4,5 outside of zone for 2024. The Board approved.

Luana and Bret have been meeting regularly on the property project. The schedule is running later than planned. Luana is working on how to accommodate the lack of class spaces for Term 4. Her plan is to merge the three senior classes into two classes and create a break room with the extra teacher. In the interest of class continuity Luana plans to keep the senior classes in the same place for the entire term rather than reshuffle them again.

The Board approved \$2500 to cover insulation for under the staff block.

The Board approved the proposed school dates for 2024. The first day of the year will be Thursday 1st February 2024 and the last day of year will be Thursday 19th December 2024. Teacher only days will be held on 4th June 2024 and 29th October 2024.

2. Policy review: Education Outside The Classroom (EOTC)

Approved.

3. Board Election Plans

Upcoming School Board Election on 15th November. Will put a notice in the newsletter asking for interest in the role of Returning Officer.

Board (minus Seb) proposed to expand the Board from five to six voted members to split the members more evenly across the different eighteen-month terms. Seb recused himself from this decision as he is a potential candidate for this election.

4. Home and School - Quiz Night

The School Quiz is on the 21st of September at the Pines. The Board will attend, and Seb will speak at the beginning of the night on behalf of the Board.

Home and School have asked the Board to run a bag stand at the School Fair. All the Board are in support of this idea.

5. Strategic Plan (to 1 January 2026)

The survey results are in and there was a great response from the community with over fifty percent response rate.

Seb and Luana caught up with Tess Casey. Her advice was to theme the responses. Ana presented a comprehensive overview of the results that helped the board make a plan for the community hui.

Lots of thought about the targeted questions for the community and a decision to focus on four themes that came up most in the survey; Te Ao Māori, Environment, Learning, and Exploring.

6. Communication

Everyone to promote next week's Strategic Plan Hui on Tuesday night.

Closing Karakia.

Meeting closed: 9.15pm



Seb Bishop

Bot

Presiding

Members 16/10/23