

Houghton Valley School Board of Trustees Meeting Minutes

Monday 24 July 2023

Meeting opened: 7:10pm

Present: Seb Bishop (Presiding Member), Mike Brough, Ana Tovey (parent representatives), Luana Carroll (Principal), Emily Faith (secretary)

Apologies: Stephanie Bosch (on leave), Bret McKenzie, Jesse Pirini

Welcome, opening karakia, school vision.

Conflicts of interest: Nil

Last month's minutes: Approved.

1. Principal's report

Luana noted that it was great to have the opportunity to have a term away, and is excited to be back for Term 3.

Luana recommended that the board open the roll for Term 4 and 2024 for New Entrants and up to four Year 3 students. The recommendation was approved.

Bret has attended a number of meetings recently to advance the property work.

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

Agreed to discuss at next meeting. Luana will ensure that all the documents are in one place so it is easier to read (as there are a number of supporting and interconnected documents).

3. Strategic Plan (to 1 January 2026)

The Ministry's guidance on strategic planning has now been released. This includes two legislative requirements for the strategic plan: how HVS gives effect to Te Tiriti o Waitangi principles, and how HVS identifies and caters for learners whose needs have not yet been well met. The plan must also include clear measurements and evaluation processes.

The strategic plan must have a vision statement. It was agreed that HVS's vision statement (Ka Manaaki, Ka Rapu, Ka Whakamanawa, tahi ai tātou – Caring, Exploring and Inspiring Together) is still relevant.

We need to link our plan's strategic goals to the National Education and Learning Priorities (NELPS), to show how we are giving effect to the NELPS. We also need to consult with the school community (whānau, staff, students, iwi groups, any other groups associated with the school).

The plan needs to be submitted by 1 March 2024.

In terms of community consultation, we are planning a notice in the school newsletter describing the high-level process, a survey with specific questions, and a workshop/hui later in Term 3. We discussed the challenge of engaging in a meaningful way. We need to listen

to what whānau have to say about what is important to them, and then meld this into our plan. At the same time, we need to meet the statutory requirements for the guidelines.

Luana gave some background to the development of the previous plan, with hauora at the centre (if the children are thriving, then they will learn). Place is also important. Over the last two years, the teaching focus has been on the Inspiring aspect of HVS's vision.

Another suggestion was to start with a gap analysis, such as: what is missing from our vision? What does success look like for HVS? (etc). What are the three most important things about HVS for you?

Agreed to keep it simple, but give people sufficient opportunity to have their say if they want to have input.

Agreed to aim for a description of the process and survey to go out in the next newsletter, Thursday 3 August, if possible. If survey responses are back by Thursday 17 August, the board could discuss at our next meeting on 21 August. Agreed to approach a facilitator that the school has used before, to see if she is available. Possible hui date is Tuesday 5 September (tbc subject to quiz night confirmation) with a back up date of Thursday 31 August.

Closing karakia.

Meeting closed: 9.15pm


28/8/23
S. B. J.