

Houghton Valley School Board of Trustees Meeting Minutes

Monday 13 March 2023

Meeting opened: 7:00pm

Present: Seb Bishop (presiding member), Mike Brough, Bret McKenzie, Ana Tovey (parent representatives), Luana Carroll (Principal), Stephanie Bosch (staff representative), Emily Faith (secretary)

Apologies: Nil

Welcome, opening karakia, school vision.

Conflicts of interest: Nil

Last month's minutes: Approved.

1. Principal's report

Emphasis on ākongā Māori (Māori learners) for this month. Progressive Achievement Tests (PAT) results now completed (Years 4-6 do all, Years 3-6 do some). Reading is tracking well – ākongā Māori are on par with other learners; but results are down in other areas (listening, vocabulary, and maths). Really important that we seek to close these gaps.

Whānau hui next week (3-way conferences): students will choose two hauora (health) goals. We believe if our tamariki are feeling safe, confident, safe and connected that this will have a positive impact on their learning. Next week Year 4-6 students will complete the NZCER Student Wellbeing survey; this will cover whether our learning environments, play spaces, and kaiako are responsive to the needs of our ākongā.

Across the whole of the PAT results, there was higher achievement at the higher stanines compared to nationally.

2. Budget

Mike noted that there are no significant variances to report; the budget is tracking well.

3. Property update

Since the last board meeting, Bret and Luana have had two meetings with the full property team, including the builders, project manager and Ministry of Education representative. The building wrap went up on the weekend. Two points of interest: the library wall had a long-term leak and problems were expected; now it has been opened up, problems have been found. Separate funding for this remediation will be sought. In another area, there is a sewer drain which is difficult to remediate because of the gradient.

4. Comms and engagement update

Ana noted that the board promotion is underway as planned, with the monthly board update in the last newsletter (longer than usual as this included the board bios).

On the website revamp: Ana is going through the photos she has taken. Agreed that Mike and Ana will meet to go through the website structure that has been discussed with Luana and Vanessa.

5. Charter review

As discussed last month the school charter needs to be reviewed by the end of the calendar year (and ideally by October to help us with planning) but we are still waiting on detailed guidance to be issued from the Ministry of Education. We have two options: wait for the guidance, or go out to the community now to seek initial feedback on what is important. For example, could signal the timetable in the next board pānui.

Agreed to put a note on the charter review in the next newsletter, in a fortnight's time (this week's newsletter will be sent out on Wednesday due to the strike on Thursday).

6. BOT code of conduct

Noted the Trustees' Code of Behaviour as outlined in the BOT governance manual. Update Chair reference to Presiding Member.

7. BOT Te Tiriti o Waitangi training (16 May 2023)

This is an NZSTA session for us and neighbouring schools (St Anne's, Brooklyn, SWIS, Island Bay, Ōwhiro Bay).

8. BOT meeting date in May (conflict with Home & School AGM 8 May)

Agreed to move the board meeting to 22 May.

9. Staffing matter (in committee)

In committee: 8.20pm

Out of committee: 8.35pm

Closing karakia.

Meeting closed: 8.40pm



SB B. King
BOT