

Houghton Valley School Board of Trustees Meeting Minutes

Monday 22 May 2023

Meeting opened: 7:00pm

Present: Mike Brough, Bret McKenzie, Jesse Pirini, Ana Tovey, (parent representatives), John Wootton (Acting Principal), Stephanie Bosch (staff representative), Emily Faith (secretary)

Apologies: Seb Bishop (presiding member). Bret chaired the meeting in Seb's absence.

Welcome, opening karakia, school vision.

Conflicts of interest: Nil

Last month's minutes: Approved.

1. Welcome to Jesse, and John!

John – Acting Principal for Term 2 while Luana is on sabbatical. Welcome to John, who has come out of retirement to join us. John is halfway through the term, and is really enjoying it.

Jesse – has been co-opted onto the board. Jesse has a six-year old at HVS, and a younger child at our neighbouring Playcentre. Welcome to Jesse! Jesse has governance experience with a Māori development organisation and is looking forward to getting more involved with school.

2. Principal's report

John spoke to his report. All the required financial documentation has been sent to the Ministry. In terms of the property work, there are some ongoing issues with drain remediation, but the work proceeds apace, and phase one should be finished by September. (The second phase is classroom work.)

The school has received an OIA request about cleaning and caretaking services. John will prepare a response to be reviewed by the board before it is sent.

HVS's charter is due to be renewed. More guidance is expected from the Ministry shortly. The board agreed to discuss the charter at the next meeting then decide on an approach to community consultation/engagement.

The board asked about one of the recommendations that was made in Deloitte's audit report for the year ended 31 December 2022; John to consider and respond to this.

Policy updates: on the Privacy policy, the board noted our policy is to use 'whānau' rather than 'parents/guardians' in policy documents. Is it appropriate to update this in the Privacy policy, or does it need to be parent/guardian to be consistent with the Privacy Act? John to follow up with Seb at their next regular meeting.



3. Updates

Property

As discussed above.

Budget

Mike noted that we are tracking slightly above budget for the financial year.

Comms

Ana noted that the new website is working well. Still looking at refreshing the newsletter, and the welcome pack for prospective new whānau. Ana to review the current pack for discussion at the next meeting.

4. Inquiry-led learning at HVS

Stephanie presented on inquiry learning practice at school (effectively this is learning about learning). Linked to learning goals from our strategic plan. Kaiako have been cultivating a culture of professional growth and development – working with Kath Murdoch, who is also working with Island Bay School. About sharing understanding of inquiry teaching: looked at 10 different practices and went through an exercise of rating oneself as beginning, developing, proficient, or leading in these areas. This brought up some areas for kaiako to consider further.

Collaborative planning: this term teachers are focusing on ‘what it means to be an artist’. Classes have been doing ‘taster sessions’ – ballet, art gallery visits, music – to show that being an artist can be more than ‘painting a picture’. Kaiako have been sharing how they are planning and how it is working. Another goal is to engage and empower ākongā to be active participants in their learning and assessment: Steph showed a rubric that could apply to a variety of topics (arts, science, maths etc). Trying to capture student voice: “learning walls” in classrooms showing what students have been learning (in their own words).

Aim for remainder of year is to continue sharing inquiry learning development (eg setting time aside for this at staff/team meetings; inviting whānau into classrooms to see our learning at Matariki). Plan to survey teachers again towards the end of the year to see any shifts in pedagogy thinking.

5. HVS Strategic Plan 2024-2027: Planning and community engagement

As discussed above.

6. Te Tiriti O Waitangi training for boards

An NZSTA training session for local board members and principals was held at Ōwhiro Bay School on 16 May 2023. Bret, Mike, and Ana attended for HVS. The key takeaway was that the more understanding of Te Tiriti a school board has, the better it will function. All schools are differently-placed – eg few HVS whānau are local iwi/ hapū. There will be a follow-up session on 22 August 2023 that focuses more on school governance.



7. Board participation in School Fair 28 October 2023

The board is keen to participate and will put forward a proposal to Home & School. To discuss at next meeting.

8. Board comms in next newsletter

Ana to add a note welcoming Jesse to the board, and encouraging whānau to come in to see the art up in classrooms.

Closing karakia.

Meeting closed: 8.45pm

A handwritten signature in black ink, appearing to be the initials 'B' followed by a long horizontal stroke.