

Houghton Valley School Board of Trustees Meeting Minutes

Monday 18 September 2023

Meeting opened: 7:05pm

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, karakia, school vision.

Conflicts of interest: Nil

Last month's minutes: To be reviewed and approved at the next meeting (October 2023).

1. Principal's report

It has been another busy term. All teachers have undertaken PLD in several areas (refreshed curriculum, culturally responsive practice, inquiry). Last week Luana attended the Principals' Conference in Queenstown, which had a focus on 'building success for the whole child'.

We will have a slight reduction in funding for teachers in 2024.

Property update: the plastic wrap came off last night in the severe winds. However the interior is almost complete and is fully waterproofed. The building work passed the plumbing inspection, and the fire doors are in production.

Finance update: no items of significance that were unexpected or concerning.

Meeting into committee: 7.25pm

Meeting out of committee: 7.35pm

2. Midterm board elections in November 2023

There are two parent representative positions coming up on the board. One position has been vacant, and the other is currently held by Seb. An election needs to be held in November 2023, and we need to appoint a returning officer shortly.

3. Strategic plan

Seb noted the consultation survey that went out to whānau, and the hui on 5 September. The next step is to determine 3-4 strategic goals that we can share with the community for further feedback, then hand over to Luana to develop more fully. Based on the responses that came through the survey and at the hui, we discussed wording for goals in the following areas: *Te Ao Māori (Te Reo Māori, tikanga Māori, and whenua); environment; learning; connecting*. Next steps: progress report in next newsletter; Luana will put the goals on a 'talking wall' in the foyer until 20 October; mention at next H&S on 19 October.

4. Health & Safety plan for school fair

It was noted that the plan has been developed by Home & School on the presumption that the library and hall are in use. The Fair is ultimately the responsibility of the Board of Trustees.

5. Any other business

Next Home & School meeting 19 October 2023: Ana to attend on behalf of the board.

Closing karakia.

Meeting closed: 9.00pm



Seb Bishop

Bot Presiding

Member

16/10/23