

HUTT VALLEY HIGH SCHOOL BOARD OF TRUSTEES

Minutes of the Hutt Valley High School Board of Trustees Meeting held in the Boardroom on 25 August 2010 – 5.30 p.m. to 7.46 p.m.

- 1.0. Present: P. Stevens (Chairperson), R Sinclair, S. Xie, K. Baker, A. Gibbs, J. Stratford, R. Hulse, S. Chapman, B. Law (Secretary)
- 1.1 Apologies: P. Rolton, P. Patchett (PPFA).
- 1.2 Visitor: S. Sheard HOD Art.
- 2.0 S. Sheard gave a presentation on the Art Department. After discussion S. Sheard departed at 6.02 pm.
- 2.1 A. Gibbs welcomed to the meeting as the newly elected Staff Representative.
- 3.0 Confirmation of Minutes of Meeting held 28 July 2010
Having been circulated these minutes were confirmed as a true and correct record.
J. Stratford/P. Stevens
- 4.0 Matters arising
There were no matters arising not already covered in reports.
- 5.0 Correspondence
It was resolved that the inwards correspondence be received and the outwards correspondence approved.
K. Baker/ J. Stratford
- 5.1 Discussion on the recommendations in the NZQA 'Managing National Assessment Report – School Assessment Systems 2010'.
- 5.2 Secretary to discuss with the new student representative which training course they would like to attend.
- 5.3 Late correspondence – Letter from P de Wit. It was agreed that this should follow the usual complaints process – Principal to investigate and report to the writer. Board to acknowledge the letter of complaint.
- 6.0 Finance Report
Having been circulated the July financial reports were adopted.
S. Xie/R. Hulse
- 6.1 Request for cash flow statement to be provided. This is not able to be provided for the next meeting due to leave commitments.
- 7.0 Principals' Report
Having been circulated the Principal's Report was adopted.
P. Stevens/R. Hulse
- 7.1 Roll, including FFP students was 1671 on the 17 August.

7.2 Ballot for out of zone 2011 Year 9 students was held on the 20 August and 53 offers of place have been made.

7.3 R. Woo, part time computing teacher has resigned.

7.4 On 18 August 21 people, including 4 staff, attended a very positive Whanau Advisory Group meeting. Ongoing discussions with this group for a suitable representative on the Board.

7.5 Paid union meeting held on the 24 August.

7.6 'My ID' fund raising proposal discussed. The Board were of the opinion that outside funding is necessary but this form of fund raising compromises what we stand for.

7.7 Dates for the school year 2011 endorsed.

7.8 H and S meeting held with contractors on 12 August.

7.9 Stand downs and suspensions to 17 August tabled.

7.10 2011 guaranteed entry scores for New Zealand Universities circulated.

8.0 In Committee

7.15 pm the Board moved into 'In Committee.'

"Resolved that in terms of Section 4B of the Local Government Office Meeting Information Act, 1987, the public be excluded from this part of the meeting as the Board wished to discuss matters relating to staff and/or students, and for the Reason that the discussion of these matters would infringe the privacy of a natural person under Section 9(2) of the Official Information Act."

K. Baker/P. Stevens

8.1 7.19 pm the Board moved out of 'In Committee.'

K. Baker/S. Xie

9.0 Communication

The circulated paper discussed.

- Signed Minutes to be posted on web site.
- Other suggestions to be investigated.

10.0 Property Committee Report

Property Committee to meet as soon as practical as the suggested 5YA plan needs to be revised. The MOE requires schools to fund 50% of any Structural Mitigation work. This interpretation has not been followed in the past.

11.0 Student Representative's Report

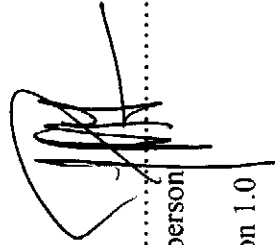
Report tabled. Principal to report to the Board at the September meeting on outcomes.

12.0 General Business

12.1 B. Kearney to act as Returning Officer for the upcoming BOT Student Representative election.

12.2 Management to communicate when 'Major Events' occur with school teams so that those who can support are able to.

12.3 As there was no further business the meeting closed at 7.46 p.m.


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Chairperson
Version 1.0

21/10/10

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Dated

Action	Person Responsible	Target Completion
Co-option of members	All Board members	As and when suitable candidates available.
External Funding	All Board members	Ongoing.
Cash flow statement	B. Law	October Board meeting
Acknowledgement to P. de Wit	P. Stevens	By 31 August
Property Committee meeting	Property members	A.S.A.P.
Student Representative Report	Principal	September meeting