

HUTT VALLEY HIGH SCHOOL BOARD OF TRUSTEES

Minutes of the Hutt Valley High School Board of Trustees Meeting held in the Boardroom on 16 February 2011 – 5.31 p.m. to 8.05 p.m.

- 1.0. Present: P. Stevens (Chairperson), R Sinclair, P. Rolton A. Gibbs, K. Baker, J. Stratford, R. Hulse, D. Rolton, S. Chapman, B. Law (Secretary).
- 1.1 Apologies: There were no apologies.
- 1.2 Visitor: G. Davey HOD Music.
- 2.0 Election of Board Chair and Deputy Chair
 - 2.1 R. Sinclair, Principal, called for nominations. Peter Stevens's nomination received. As there were no further nominations received P. Stevens declared Chairperson.
 - 2.2 Nominations called for Deputy Chairperson. Paul Rolton's nomination received. As there were no further nominations received P. Rolton declared Deputy Chairperson.
- 3.0 G. Davey invited to speak.

After an informative outline of the Music Department Grace departed at 6.13 pm.
- 4.0 Confirmation of Minutes of Meeting held 24 November 2010

Having been circulated these minutes were confirmed as a true and correct record after adapted changed to adopted in 10.2.
- 5.0 Matters arising

K. Baker/P. Rolton

 - 5.1 Co-Option. A meeting held by Board Chairperson and Principal with Filimino Lemisio who has indicated an interest. Some background checks to be done. If nothing adverse then Filimino to be invited to the March meeting of the Board.

6.0 Correspondence

It was resolved that the inwards correspondence be received and the outwards correspondence approved.

K. Baker/ P. Rolton

- 6.1 The following leave approved:
P. Williamson – LWOP 1 – 22 August.
B. Beckett – LWOP 2 – 9 March and 12 – 20 May.

K. Baker/ A. Gibbs

- 6.2 The following leave requests (not circulated) approved:
A. Gibbs – 1 – 5 August (LWP 2 days LWOP).
S. Arrowsmith – 10 – 18 August LWOP.

- 6.3 The following resignations accepted:
- Emma Govind
- Penny Walker
- Matt Renata (HVAC).

- 6.4 After discussion the request from Mahad Bihi to wear a beard was approved.

- 6.5 The contribution by Mary Bruce to Hutt Valley High School and education in the greater Wellington area was acknowledged.

7.0 Finance Report

- 7.1 Having been circulated the following reports adopted:
- November 2010
- December 2010 Draft

P. Stevens/ J. Stratford

- 7.2 2011 Budget, having been approved by the Finance Committee, was adopted.

K. Baker/R. Hulse

- 7.3 The Board commended Senior Management and the entire staff for their prudent management and financial restraint during 2010 that reversed the budgeted final deficit into a small (but significant) surplus of \$22,131.

- 7.4 P. Stevens thanked the Executive Officer, B. Law for the efficient manner that the draft accounts were prepared underlining the complimentary comments received from the Auditor.

8.0 Principal's Report

Having been circulated the Principal's Report was adopted.

R. Hulsey/P. Rolton

- 8.1 The current roll on 8 February was 1653 plus 41 FFPS.
- 8.2 The Year 9 roll is 321. This is 3 students less than the MOE provision number. Both Year 11 and Year 13 are above the MOE provisional numbers.
- 8.3 2010 NCEA Provisional results and updated final results for 2009, having been circulated were discussed. Also the 2010 Scholarship results were tabled.
- 8.4 The Victoria University Outreach programme which aims to tutor and mentor Maori and Pacific Island students attracted 45 students to a preliminary meeting.
- 8.5 After discussion the 2011 Annual Plan adopted.
R. Hulsey/J. Stratford
- 8.6 PPTA members have a paid union meeting on the afternoon of the 23 February.
- 8.7 NZEI members have a paid union meeting to attend in the 2nd week of March.
- 8.7 ASH (Action on Smoking and Health) will do a survey of Y10 students to monitor usage of Tobacco.
- 8.8 Remedial work on the upstairs walkway continues.
- 8.9 Maintenance work is being undertaken on the heating system.
- 8.10 Stand downs and suspensions figures discussed.
- 8.11 Attendance data for 2010 discussed.

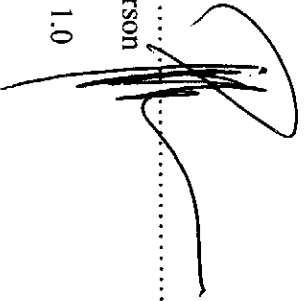
9.0 Student Representative Report

Dane Rolton's report on his 'Spirit of Adventure' training trip discussed. The Board acknowledged his recommendation that this training opportunity continue to be extended to future student trustees.

10.0 General Business

10.1 P. Rolton raised the issue of covers for the No 1 cricket pitch as our 1st XI were now in Premier Grade. These covers have been budgeted for in 2011.

10.2 As there was no further business the meeting closed at 8.05 p.m.

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Chairperson 

Version 1.0 Date 23/3/11

| Action | Person Responsible | Target Completion |
|----------------------|--------------------|---|
| Co-option of members | All Board members | As and when suitable candidates available. |
| External funding | Ross Sinclair | Set up a meeting with Paul Logan involving P Stevens. |
| External funding | All Board members | Ongoing |