

## HUTT VALLEY HIGH SCHOOL BOARD OF TRUSTEES

### Minutes of the Hutt Valley High School Board of Trustees Meeting held in the Boardroom on 24 November 2010 – 5.31 p.m. to 7.50 p.m.

- 1.0. Present: P. Rolton (Chairperson), R Sinclair, A. Gibbs, K. Baker, J. Stratford, R. Hulse, D. Rolton, S. Chapman, B. Law (Secretary).
  - 1.1 Apologies: P. Stevens.
  - 1.2 Visitors: P. Logan P.P.F.A.
- 2.0 After introductions P. Logan discussed current initiatives the P.P.F.A. are working on.

P. Logan offered the Board his expertise in the provision of legal advice as and when required.

After discussion P. Logan departed at 5.46 pm.
- 3.0 Confirmation of Minutes of Meeting held 27 October 2010

Having been circulated these minutes were confirmed as a true and correct record.

K. Baker/A. Gibbs
- 4.0 Matters arising

There was no matters arising not already covered in the agenda.
- 5.0 Correspondence

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

R. Hulse/ J. Stratford
- 5.1 Resignations from M. Davis, J. Toft and S. Williams accepted.
- 5.2 Leave applications from H. Hopwood and M. Reichert approved.

A. Gibbs/J. Stratford
- 6.0 Finance Report

Having been circulated the Finance Report was adopted.

J. Stratford/K. Baker
- 6.1 2011 Budget will be available during week ending 3 December.

After discussion it was agreed that:

  - (a) All Board members to be circulated full budget printout.
  - (b) Overview to be circulated.

- (c) Finance meeting to be held to approve the budget prior to 2011 spending. Board to adopt at the February meeting.

K. Baker/R. Hulise

8.0 Principal's Report

Having been circulated the Principal's Report was adopted.

K. Baker/R. Hulise

7.1 The current roll is 1573 plus 59 FFPS.

7.2 The 2011 Year 9 enrolments total 287.

7.3 Current roll projection for 2011 is 1607 – 29 students below the MOE projection.

7.4 Tim Fox, currently AP at Rongotai College has been appointed DP.

7.5 George Konia, the MOE Whanau Advisory Group liaison person, advises that due to continuing MOE restructuring , any WAG meeting will have to be deferred to 2011.

7.6 Discussion on class/school trips and the cost of relief for teachers who are not in school. The Board agreed that this cost has to be recovered to the extent that the budgeted amount of \$25,000.00 is not exceeded.

7.7 Stand downs and suspensions to 17 November tabled.

7.8 Attendance data for Terms 1 – 3 tabled and discussed.

8.0 In Committee

7.05 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.”

A. Gibbs/J. Stratford

8.1 7.12 pm the Board moved out of 'In Committee.'

K. Baker/R. Hulise

9.0

Property

Funding for the upstairs B. block walkway has not yet been approved by the MOE.

10.0 Strategic Planning

Contribution of time so generously given on the 13 November was acknowledged.

10.1 Draft plan as circulated was discussed and minor alterations made.

10.2 Board adapted the revised Strategic 2011 – 2015 Plan.

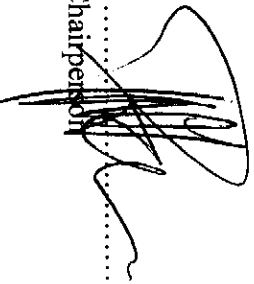
11.0 Policy Review – Planning and Reporting

After discussion this policy was amended by deleting 'Board of Trustees Three Year Plan' and then adopted with a review date of November 2013.

12.0 General Business

12.1 P. Rolton to organise end of year function for the 9 December 2010.

12.2 As there was no further business the meeting closed at 7.50 p.m.

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Chairperson  .....

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Dated 16/2/11 .....

Version 1.0

Action	Person Responsible	Target Completion
Co-option of members	All Board members	As and when suitable candidates available.
External funding	All Board members	Ongoing.
End of year function	P. Rolton	9 December 2010
2011 Budget	R. Sinclair	3 December 2010