

# HUTT VALLEY HIGH SCHOOL BOARD OF TRUSTEES

**Minutes of the Hutt Valley High School Board of Trustees Meeting held at the Hutt Valley High School Boardroom on 28 November 2018 – 5.30 pm to 6.48 pm**

**1.0 Present** Janine Foster, Nanaia Himona, Hayley Knights, Chris Nicholls (6.00 pm), Denise Johnson, Ross Sinclair, Jodie Murden (Secretary)

**Apologies:** Hamish Bowen, Meegan Hall

## **2.0 Principals Report**

**2.1** Ross spoke of two incidents that occurred at this year's Year 9 camps. Both were handled very well by the staff involved. A full debrief has been held.

**2.2** HVAC 10 Year property plan has been finalised.

**2.3** Principals Report accepted.

H Knights/N Himona

## **3.0 Previous Minutes**

**3.1** Having been circulated the Minutes from 24 October 2018 were confirmed as a true and correct record.

C Nicholls/H Knights

**3.2** Board hours template to be completed by all members. Jodie to send spreadsheet (pre-populated as much as possible) to all members including Sheri and Sithmi.

## **4.0 Correspondence**

**4.1** The resignation from Diane Warrington was accepted by the Board.

**4.2** It was resolved that the inwards correspondence be received.

C Nicholls/N Himona

## **5.0 Strategic Plan**

- 5.1 The inclusion of an environmental focus in the Strategic plan was discussed having been raised at planning sessions. Potential wording agreed was 'to explore ideas to make the campus an environmentally sustainable setting'.
- 5.2 Janine read out an email received from a group of Year 9 students regarding use of plastic at school. They requested that the Board send a letter to Libelle seeking a reduction in the use of plastic. The students are meeting with Craig Braun tomorrow. A letter of reply is to be sent to students showing the support of the Board. Craig to liaise with students.
- 5.3 The Strategic Plan for 2019-2021 and the 2019 Annual Plan will be emailed to members for final approval next week.
- 5.4 Discussion followed on replacing 'Rere tikitiki' with 'whaia te iti kahurangi'. The Board approved the variation in wording given the less literal, more comprehensive meaning of the latter.

## **6.0 Finance**

- 6.1 We are still running an end of year surplus.
- 6.2 G Block upstairs design has been agreed for International and English Languages Department. A design for W Block has been created. D Block changes are being discussed with a view to creating a central site for Learning Pathways.
- 6.4 Reports presented:
- October 2018 Finance Report
  - Minutes of Finance Committee 16 October 2018
  - Minutes of Finance Committee 19 November 2018

The Finance report was accepted

C Nicholls/H Knights

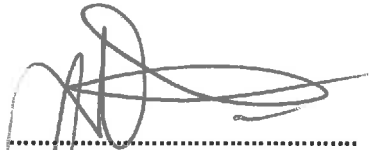
## **7.0 In Committee**

- 7.1 6.34 pm the Board moved into 'In Committee'
- H Knights/N Himona
- 7.2 6.43 pm the Board moved out of 'In Committee'
- C Nicholls/H Knights

## 8.0 General Business

- 8.1 The question was raised about the possibility of using video or telephone conferencing facilities to enable Board members who are out of town to attend meetings. The Board agreed to future use of video or telephone. Janine thanked everyone for their contribution over the year. Reminder that dinner at Sea Salt, Eastbourne on Thursday 6 December from 6.30 pm.

As there was no further business the meeting closed at 6.48 pm.



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Chairperson

27.2.19  
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Date

Version 0.1

Action	Person Responsible	Target Completion
Board volunteer hours template	Jodie to email	End of 2018
Letter to students regarding plastic use	Janine	End of week
Video conferencing into Governance Manual	Hayley Knights	End of 2018 for February meeting