

Hutt Central School Board of Trustees Meeting

Wednesday 16th February 2022, 7:07pm Via Zoom

Present: Steph Campbell (SC) Acting Principal, Matt Durney (MD), Adam Burgess (AB), Nigel Elder (NE), Renee Fauvel (RF), Danny Hughes (DH) from 7:14pm, Carla Wellington (CW) from 7:54pm, Martin Hodge (MH) from 7:10pm

Apologies: Richard Jackson (RJ)

Absent: Michael Gendall (MG) Sabbatical

Minutes taken by AB

SC shared Whakatau

Strategic Discussion:

Strategic Plan / Annual Plan

SC Spoke to Annual plan and focus areas

Staff have unpacked the draft plan and given feedback at a staff meeting.

DH joined 7:14PM

AB moved wording change to include staff explicitly under community (Focus 1)

Seconded MD

Agreed

Charter

No comments, taken as read

Moved accepted MD, Seconded DH

Curriculum

Learning targets will be set by the next meeting

Analysis of Variance

Prepared by MG before leave - board passes on thanks

SC met with the Principal Advisor - this person has changed for our school. Discussed variance analysis.

SC to look into question around reading data and individuals

Draft Budget

Discussed budget

Budgeting for \$5k in community grants. This is conservative but likely to be met.

MD moved budget accepted, AB seconded

Finance Reports

Taken as read

BOT Calendar

Slight change - first meeting 16th Feb not 9th.

Policy Review

Board Policy

Assurance schedules

Code of Conduct

Assurances for term one to cover next meeting if not done this meeting

Risk Management Assurance - clarifying. SC gave assurance for physical risk management working with caretaker.

Minutes of Previous Meeting

Amend from Jo Nash (Executive Officer) - adding sufficient detail to concurrence payment. Agreed.

Matters Arising

Payroll Giving - possible blurb for followup to be considered.

Followup Student Names CW, MD

Principal's Report

Spoken to by SC as acting Principal

Attention drawn to Whanau meetings - will be online only with COVID situations.

Camp postponed until Term 3 for COVID risk management and logistics.

Staff update - new staff and mentor/tutor teacher arrangements.

Fixed term teaching role will be advertised to cover a staff member on maternity leave soon

MD question for Better Start Literacy - SC spoke to PD focuses and how this links in. No central funding this time around.

CW joined meeting 7:53PM

Most external meetings with agencies etc are now digital via Zoom or other platforms.

Suspected black mould in classroom space - MoE has been onsite and cleared the space.

Specific cleaning will take place to remove the residue.

Basketball hoops will be installed by DH and his team.

COVID-19 Update

Red Settings in place

SC outlined outbreak plan and capacity stages

Admin and SLT teams splitting where possible for continuity

Stages of reducing capacity with mitigations in place to continue classroom coverage.

AB spoke to staff perspective and home learning

Camp postponed - happy with this.

Bills for Payment

Confirming that Mac's payment did not include alcohol - Food paid for only.
Camcorder - Using this for assembly, etc.

Chair's Report

Chair and Deputy Chair roles will roll over - election year.
MD has been in contact with SC as acting principal to cover the start of the year and operational matters. Also advised and confirmed on camp postponement decision.
Following up on the "Notable" tree.

Inwards/Outwards Correspondence

Resignation from teaching staff member 2021.
Hutt City Council - Authority to operate road patrol - MD responded.
Constable Tanya has done the training with Y6 students and staff on the Hutt Road crossing.


Other Reports

Action requested from Richard via email: IT Assets to be patched / Log4j checkup.

SC thanked the board for their support.
Board thanks SC for her work around the start of the year and as Acting Principal.

Meeting Closed with Karakia - 8:35PM

Next Meeting: Wednesday 23rd March 2022

Confirmed  Date 7/4/22