

Hutt Central School Board of Trustees Meeting Minutes Wednesday 29 November 2023, 7.02pm

Present: Jo Bate (JB), Greg Taylor (GT), Matt Durney (MD), Tania Jorgensen (TJ), Rakesh Magan (RM), Michael Gendall (MG), Renee Fauvel (RF)

Apologies: None

In attendance: Chrissy Laiman (CL), Andrea Rogers (AR)

MG opened with karakia

Strategic Decisions

Acceptance of concurrence payment to Michael as Lead Principal of Cluster 29, Te Awakairangi RTLB Service: Moved by MD; Seconded by RF

Grant resolutions - \$2173 for camp transportation - updated figure - from Four Winds; and replenishing stocks of sports uniforms; under \$1,000 from Grass Roots
Resolve to apply for these: Moved by MG; Seconded by GT

Strategic Discussion

Curriculum - Target Student Data - End of Year Review - MG shared and spoke to data and notes. Discussion around Yr 5 Writers data and why we haven't been able to shift them as much as we had hoped. Possibly too much focus on surface features in PD this year and not enough on deeper features. Kids need both to progress. Our expectation is that many of the tamaraki at 2A will have progressed to 3B by the end of this year.

2024 focuses: Writers in the Senior School and Maori students who are below expected level in reading.

Action for MG: Consider how writing data will be presented next year to make it easier to decipher.

2023 Annual Plan - Focus Area Team reporting - taken as read. MG spoke to the reports and celebrations.

Specialist Area Reports - taken as read. MG spoke to the reports and celebrations for Reading Recovery and ESOL.

Plan for 2024 for Reading Recovery: Amanda to do Reading Recovery Tier 2 (small group) and Tier 3 (individuals). Anna is going to train in Reading Recovery Tier 3 (individuals). This would be 0.74 FTE for RR. For Term 1, they will be in a team teaching situation, releasing each other for RR.

Expecting to see an increase in ESOL kids in 2024, given that the borders are now fully open post-Covid restrictions.

Thank you from the Board to Ann and Liesbeth for their reports.

RF to write letter of thank you to Ann for her service to HCS over the years.

Draft Annual Plan 2024 - taken as read.

Finance - October Update - tracking well. Draft Budget - budgeting deficit of \$42, 643; line 0129 expecting this to be more later in the year to offset deficit; difficult to budget as income is unpredictable. Discussion around how to reflect inflation in budget. Budget will be prepared for first meeting in 2024.

Discussion around asking parents to contribute to help cover the cost of swimming. Further discussion around how it is organised and what our statutory obligations are (core curriculum), e.g., children who are very capable swimmers.

Policy review - Discussion about our policy wording around use of pronouns in our Inclusive Education Policy. The Board are happy with the wording of the current policy.

Review of Inclusive Education Policy, Curriculum and Student Achievement Policy and Health Education Policy. Taken as read.

RTLB Report - 2023 Update from Te Awakairangi, Cluster 29 - taken as read. Discussion around the complexity of behaviours that tamariki that are being referred to RTLB are exhibiting.

Provisionally Certified/Registered Teachers Report - taken as read. Celebrating our teachers who will become fully registered at the end of this year.

Principal's Professional Growth Cycle - taken as read. Board commended Michael. PGC will continue into 2024.

Out of School Care Tender Update - tender process and decision making process shared. Thank you to the subcommittee for their mahi in this area. The subcommittee are very pleased with the outcome of the process, engaging with Kelly Club for the provision of Out of School Care at HCS. Contract completed 29 November 2023.

Minutes of Previous Meeting - MG to compare start of year data 2022, 2023, 2024.

Matters Arising - Request from Board to increase contribution to staff end of year function from \$1200 to \$1800. MD moved; TJ seconded.

Principal's Report - taken as read.

Bills for Payment - taken as read.

Chairperson's Report - working on tender process for Out of School Care. Nothing else to report.

Inwards and Outward Correspondence - Tania Bell (RTLB) resignation; Ann Hoare (Reading Recovery) resignation; letter of thanks from Tonga Side School for books that we donated.

Ideas for 2024 - donation of books from our community for Tonga; families donating plastic lids (collected by Sustainability Trust) and metal lids (can cash in with Macaulay Metals).

Other reports - final update from the Fundraising Committee with plan for 2024.
JB to write thank you letter to Iris from the Board for her mahi on the Fundraising Committee.
RF to write a letter to the Fundraising Committee from the Board for their mahi this year.

Letter from NZEI re package of new education policies from new government. Michael shared summation and led discussion on how this aligns with HCS currently.

Upcoming dates of note:

Wednesday 6th December 3pm - Thank You afternoon tea for volunteers

Monday 1st December - whole school picnic

Tuesday 12th December - induction for new staff; visits to 2024 classes for kids

Wednesday 13th December - Final Term Awards

Thursday 14th December - Yr 6 Social

Friday 15th December - Poroporoaki 12 noon-1pm

Meeting closed with karakia at 8.55pm



Aerica Fawcett 21/2/24