

Hutt Central School Board of Trustees Meeting

Wednesday 23rd March 2022, 7:05pm Via Zoom

Present: Steph Campbell (SC) Acting Principal, Matt Durney (MD), Adam Burgess (AB), Nigel Elder (NE), Renee Fauvel (RF), Danny Hughes (DH), Richard Jackson (RJ) Carla Wellington (CW)

Apologies:

Absent: Michael Gendall (MG) Sabbatical

Strategic Discussion

Curriculum

SC talked us through the targets.

Budget

Board approved budget and SC and MD to sign off. RJ to check in audit report what is reported.

Bills for payment

Why are we paying two power company accounts? Meridian and Genesis. Richard to follow up.

Policies

SC to clarify who the designated person is for the Safety Management System policy.

RJ asked about induction procedures. SC confirmed we have a clear process.

RJ also queried whether we have a H&S committee. SC will look into whether this is required and whether we need to edit the policy wording.

RTL

Report taken as read. SC provided an update she received this morning.

SC will check with Lorraine about absences and caseloads and cohorts.

Lorraine called SC about the mileage. Petrol increases have impacted.

Today Lorraine told SC that 4 staff have had covid. 3 kept working through, 1 was quite sick. SC told her the board would discuss the mileage. National cluster managers are working to get unions together to increase the mileage rates to match the public sector, esp Ministry of Ed rates.

Noted reimbursement is not for the travel to get to work, while the travel you do while at work.

SC said they have to log their travel and Lorraine periodically reviews it.

SC will ask Lorraine to verify that they are travelling less.

One RTLB is on sick leave due to a medical event. Lorraine will keep us posted.

One RTLB had a car accident. They are required to have notified insurers that they are using it as a work vehicle. Lorraine had notified the new RTLB of that.

SC will forward today's updates with the next set of board papers.

Resolution about Four Winds grant

SC signed to confirm that the board resolved that.

Fundraising committee - block set - resolution approved.

Minutes of previous meeting were accepted.

Principal's report

SC discussed sick leave scenario.

Extending discretionary approval.

Board agreed we give SC discretion over extending sick leave, subject to absorbing it in our budget, and review regularly. SC will report back to the board. SC will communicate it to staff and will say that the Board will reassess at the end of term 2.

MD noted SC is doing a stellar job keeping the school open.

Chair report

Noted he has set up an auto forward for the board emails to go to his address.

Noted that he has sent us the audit report today.

Audit report - check findings in audit plan - p12, pay change approvals

Annual report

No decision required on it now. MD will give some feedback to SC regarding disciplinary stuff wording.

Correspondence

Taylor Burnside has resigned. SC read out her resignation letter and will let staff and the community tomorrow. Position will be advertised as permanent. Appointments panel will be SC, Anna Grant and a board member. RF volunteered. Interviews will be Tues/Wed of the first week of April.

Other Matters

SC delivered goodies to staff who are sick.

AB noted that SC's communication and management has been excellent throughout this term.

Board will support some 'sausage rolls' etc for the end of term staff celebration. AB and SC will see what staff would like and let us know.

Meeting ended at 8.59pm

Next Meeting: Wednesday 18th May 2022

Confirmed  Date 18/5/22