

MINUTES OF THE HAMPTON HILL SCHOOL BOARD OF TRUSTEES MEETING
Monday 13 December 2021 at 5.45 pm

WELCOME | APOLOGIES | SPEAKING RIGHTS | CONFLICT OF INTEREST ARISING FROM THE AGENDA:

Present: Ian Conning (Chair), Stefan Knap, Stephen Opie, Matthew Bulford, Noha Ibrahim, Mel Zimmerman

In Attendance:

Apologies: Nil.

Minute Secretary: Lisa Murdoch

Conflicts of interest: Nil.

The new RISE video was presented to the Board. This video will share with the school community tomorrow.

CONFIRMATION OF MINUTES

Time: 5.50 pm

Changes emailed to Sue

CORRESPONDENCE LIST

Time: 5.51 pm

ACTION: Kahui Ako letter received from Graham McCann regarding Carol's success in being appointed across school led for schools to be added to the correspondence list. Congratulations to Carol from the BOT.

ACTION ITEMS

Action Item	Responsible
Hillary Street Gate	ONGOING. Surveying on Victory gate is ongoing. This activity continues to be an ongoing action item - no progress. Can it be locked during the holidays? The provision of a chain and lock was suggested as the gate keeps breaking, and a lot of vandalism is happening. Stefan will lock the gate and arrange this tomorrow.
Covid Vaccination	Stefan - After discussing the staff and volunteer vaccination status policy, Stefan contacts School Docs to find out about the Covid-19 vaccination policy. Yet to be actioned.
Policies	Stefan – There is a need to establish a Health and Safety committee. Stefan to organise someone from the top block, the caretaker, and the Principal from the bottom block. Yet to be actioned.
Zone	Stefan - to talk to Barri Dullabh from Tawa School to see what they did. Investigate the process of rezoning. Yet to be actioned.
Property Playground matting	Ian - to follow up with Mark tomorrow. Ian to report. Ongoing - no progress made.
Deloitte Accountants	Deloitte has been re-appointed to continue the auditor contract. Ian is still looking into this for next year.
Urinal Sensor Quote	Stefan - to obtain another quote. Yet to be actioned.

PRINCIPAL'S REPORT

Student Year-end Data Review

Special mention to Mel for going back and realigning curriculum levels for 2020 to measure the children's progress and their progress to date.

- Those children noted to be in the "middle" previously should now be "At" or "Below" (now realigned)
 - 73% in 2020
 - Currently 79% for 2020,
 - 77% in 2021 at or above.
- Year 6 just leaving us, a strong cohort, has been consistently high since year 4.
- Year 3 students have been on a decline.
 - They will be year-4 next year, so this needs to be a priority group in the future.
- Year 6 achieved quite well - this cohort does quite well.
- Some cohorts are not doing so well.
 - Year-1, 100% for 2019 as no previous data available.
 - This time next year should have two solid years with this way of reporting. 2-3 and 4-5. This will mean big jumps for curriculum levels.
 - Each curriculum level students will be in for two years. In this data, there is no middle. Mel explained how the realigning process works.
- It has been hard to compare current results versus the previous. This data is now more reliable (2020 and 2021).
 - Maths – 83-59% - Pasifika females total approximately 5-10, closer to 5.
 - Māori female 3, Pasifika males 6. Māori and,
 - Pasifika is still not making advances as a group.

Bot question asked regarding the current data:

- did lockdown disadvantage these students? 69% to go to 80%. Total of 6-8 Māori males.
- Have only managed to get one male to this. They may have suffered during the lockdown.
- Did we have some students that have shown more than one year of progress during the year?
 - Three learners Māori females – maths. One accelerated level 1-2, 2 moved along curriculum but did accelerate.
 - Same group of boys in writing. One got to "at", but the others did not. Stefan had noted what may have contributed to this.
 - Kahui Ako has approved funding for six primary schools for PLD for senior leaders to help with this improvement.

Stefan shared curriculum achievement focus for 2022. The school-wide lens for next year will be writing.

- Writing, spelling, vocabulary, structure, deeper ideas, language. Handwriting separate. UDL links in well with this. Writing is to be linked to cultural interests.
- In 2022 the school will know what needs to be achieved based on this data. Stefan reassured the Board that the focus is on lifting these figures.

The use of Spotlight as a learning hub - similar to Seesaw. Mel shared an example of this. Spotlight will be gradually introduced, which will ultimately replace Seesaw but not immediately.

- Will replace reporting as this is a live report but will still have paper reports to parents.

2022 ANNUAL PLAN

Stefan has updated the Annual Plan.

- Slowed down a bit in term-4 as term-4 is a really busy term
- Covid-19 Epidemic - staffing, etc., the school has made really good strides in PB4L and rewards system, values – all coming in next year.
- UDL – success is much clearer and obvious, and staff know what is now required.
- Prioritised objectives and priorities have mostly been achieved.
- PB4L is going well. Linda now left as UDL facilitator.
 - Linda's replacement is to be appointed.
 - With the resignation of Abbe, this is a big loss for PB4L, but someone will join Abbey in this role.
 - A replacement person has been advertised internally.
- New objectives things in the 2022 Annual Plan are:
 - Putamu Ponamu and Spotlight.

BOT thanked Mel, Stefan, and Abbey for their work towards the data. BOT knows future focus is clear.

The 2022 SCHOOL STRUCTURE

The school will have nine classes operating across three syndicates.

- This structure has been communicated with our school community.

Stefan updated the BOT on the two new incoming teachers for 2022.

- Cherie Palmer is expecting a baby and has applied for 12 months of maternity leave from ¹⁵ ~~14~~ April 2022 – ¹⁶ ~~14~~ April 2023. (D)

"The Hampton Hill School Board of Trustees approved 12 months maternity leave for Cherie Palmer from 14 April 2022 – 14 April 2023. A fixed-term position is to be advertised." ***Moved by Ian/Agreed***

KIWI SPORTS FUNDING

There is \$2000 remaining in Kiwisports funding. The school would like to purchase a basketball hoop for the bottom block.

- Quote received for \$2000 plus GST.
 - The purchase does not include installation, which Kenny has said he can do. All agreed.

FINANCE

Time: 6.46pm

"The Hampton Hill School Board of Trustees moved that payments of \$131,224.95 for October be ratified, including \$100,000 placed on term deposit." ***Moved by Matt/Stephen/Agreed***

"The Hampton Hill School Board of Trustees moved that payments of \$81,640.91 for November be ratified." ***Moved by Matt/Stephen/Agreed***

The expenditure is expected to increase in December 2021 due to:

- school swimming
 - science and
 - additional office spend as a result of covering the alternative working arrangements of the Office Administrator.
 - Admin spending will increase due to Sue being on jury service.
- TA spending over, but Stefan is comfortable with this. More understanding of how funding works to support the TA's before seeking further funding from BOT.
 - The school sees the TA's' benefits by the help provided to our children's achievement.

*"The Hampton Hill School Board of Trustees moved to adopt the October and November Finance Reports."
Moved by Matt/Stephen Agreed*

*"The Hampton Hill School Board of Trustees moved to adopt the principal's report."
Moved by Ian/Agreed*

PROPERTY

Time: 7.51pm

Property work in progress – nothing to report.

BOT went into Public Excluded Business – Lisa left meeting.

Time: 7.52pm

The next meeting: **Monday 14 February 2022 at 5.30 pm.**

ACTION ITEMS

Action Item	Responsible
1 November Minutes & Correspondence List	Sue to make changes
Hillary Street Gate	ONGOING. Stefan will purchase a chain and lock the gate.
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14.7.2022.