

# Hawera High School Board of Trustees Meeting Minutes

Wednesday, May 26, 2021

6.00 pm

Hawera High School - Meeting Room B

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**Present:** Hamish Tong, Ed Fern, Anita Scott (Chair), Rachel Williams (Principal), Dinah King, Will Edwards (via Teams), Clare Baylis (Minutes Secretary), Declan Sheridan (Deputy Principal)

**Apologies:** Gary Wallis, Krishay Lal, Will Edwards (Left to go to another meeting at 8pm)

## **Presentations:**

### **Lynda Sheridan – HoD Technology – Textiles and Food**

Food and Textiles for the Junior Students; they are enjoying making fit for purpose products. Encouraging students to make something they are proud of, value, eat. As a department they are continuing to work on listening to student voice. Introducing BYOD a bit more, definitely since lock-down.

Long term they are working with stem advisor, Cheryl Pimm, and are starting to use the MOE document, Coherent Pathways Guidance document. This will help plan a program for the different levels right the way through.

Lynda talks about the struggle with the size of the classroom and kitchen with the larger numbers of juniors coming through.

In the Senior school – short term they are strengthening programs. Great that they now have consent to assess Level 3 Hospitality. The number of students taking the Hospitality course is steadily growing. Looking for a place close by, such as the HUB, to assess the students in a commercial setting.

Discussion on Senior textiles, that there is a lack of confidence coming through this year. Linda expresses, hopefully we will get there and help them build some confidence.

Will Edwards offers to contact Bobby Campbell-Luke (fashion designer) to come and talk to the Textile students.

### **John Roy – HoD Technology – Hard Materials and Design and Visual Communication**

The Junior, Year 9 learning program is broken up into four key areas (brief development, planning for practice, technological modeling and outcome development and evaluation). Specifically focusing on planning for practice. This takes the students from a Year 9 focus up to Year 10.

Next steps within the workshop environment, all the resources are in place, but are restricted in the time available with regard to period length. 26 hours for each Year 9 rotation of classroom time.

Within the Senior program, as always, more funding is needed. Costs are going up and budgets are tight.

Many of our students have the hands-on skills but lack the theory skills to complete the courses and visa-versa. This causes an issue with the trade-based careers pathway. Continuing to try and improve this for our students.

### **Dinesh Dayal – HoD ORS funded students - Endeavour Centre**

Introduces himself to the Board.

The Endeavour Centre this year has started as a new team for 2021. Dinesh's focus for the students is building life skills and looking ahead to the future for them. Managing self, relating to others, using symbols and texts. Period one and two we are concentrating on numeracy and literacy. Periods three to five, we are focusing on life skills i.e. baking & cooking, gardening, going out into the community and introducing them to life skills such as grocery shopping etc. The next steps after this will be inclusion. Taking the students to classes with their learning support person.

Dinesh discussed that he will be intruding a formal report to the parents based on the key competencies and also based on their numeracy and literacy skills.

**1. Karakia**

**2. Chairperson's Welcome**

Mrs Scott welcomed all to the meeting and acknowledged attendees and those absent from the meeting.

**3. Speaking Rights**

***It was resolved that Declan Sheridan (Deputy Principal) would have speaking rights for the meeting.***

Hamish Tong/Ed Fern

**4. Confirmation of Board Meeting Minutes:**

***It was resolved that minutes of the meeting held 28 April 2021 be taken as read, confirmed as a true record, and signed by the Chairperson.***

Hamish Tong/Ed Fern

**5. Conflict of Interest:**

Hamish Tong - Squash and Year 12 History Trip, Anita Scott - Year 10 TOPEC and Hockey (Winter Tournament), Dinah King – Hockey (Winter Tournament), Rachel Williams – Hockey (Winter Tournament)

**6. Correspondence:**

- Inwards:

- **TSB Bank** – Changes to Privacy Policies

- **NZSTA Workshops**

- **Opunake High School Bus Route email**

Rachel Williams explains to the members that historically the MOE funds school buses two different ways: Direct Resourced School (Opunake) or MOE Funded (HHS).

The MOE contracts Weir Bros. for Hawera High school students, this bus route is directed by the numbers and areas and Weirs and HHS have no say of the bus routes. Hawera High School has one bus route, Patea, that is not funded and parent's pay Weirs directly for the service. Out of respect for Patea Area School, Hawera High School does not fund this bus.

Opunake (direct resourced school) they get to decide where they send their buses. Much discussion was had over the effects of the 40 students from Manaia, which is in the Hawera High School catchment area, continuing to travel to Opunake to High School.

***It was resolved that the Board approve that this arrangement for Opunake High School continue for the next two years.***

***It was resolved that Inwards Correspondence be received.***

Rachel Williams/Hamish Tong

- Outwards: Nil

## 7. Decisions

- EOTC
  - Year 10 TOPEC

*It was resolved that the Year 10 TOPEC field trip be approved with the addition of COVID risk documents.*

Dinah King/Hamish Tong

- Year 13 Outdoor Recreation – TOPEC

- *It was resolved that the Year 13 Outdoor Recreation to TOPEC field trip be approved.*

Ed Fern/Anita Scott

- Year 13 History Trip to Te Haerenga Ki Te Raki (Journey to the North)

Much discussion was had re the concern over the relief funding and there being no direct link to an achievement standard. A consensus was also reached over the concern of time out of class for Year 13 students with regards to their health and well-being.

*It was resolved that the Year 13 History trip to Te Haerenga Ki Te Raki (Journey to the North) be declined.*

Anita Scott/Dinah King

- Year 12 History Trip to Waiouru and Wellington

Anita Scott would like to see the sleeping arrangements added to the risk assessment section of the EOTC Form.

*It was resolved that the Year 12 History trip to Waiouru and Wellington be approved.*

Anita Scott/Dinah King

- NZSS Squash Championships Nationals

Rachel Williams explains that the parents accompanying, on the trip, have all been police vetted and have been on school trips in the past.

Anita Scott would like to see the sleeping arrangements added to the risk assessment section of the EOTC Form.

*It was resolved that the NZSS Squash Championships Nationals trip be approved.*

Ed Fern/Anita Scott

- Tough Guy, Touch Gal Challenge

Anita Scott would like to see the sleeping arrangements added to the risk assessment section of the EOTC Form.

*It was resolved that the Tough Guy, Touch Gal Challenge trip be approved.*

Rachel Williams/Hamish Tong

- **Funding Documents**

- **Grant Application – Pelorus Trust**

*It was resolved that the Board approve that an application be made to Pelorus Trust for funding of \$4121.74 (excluding GST) for the purpose of:*

- *Transport and accommodation for our Squash Teams to travel to Nationals in Tauranga in August.*

Rachel Williams/Ed Fern

- **Grant Application – Pelorus Trust**

The Year 13 History Trip portion of the application has been removed.

*It was resolved that the Board approve that an application be made to Pelorus Trust for funding of \$1965.22 (excluding GST) for the purpose of:*

- *Transport and accommodation for a Year 12 History fieldtrip to Waiohuru and Wellington \$1965.22 (excluding GST)*

Anita Scott/Rachel Williams

- **Grant Application – New Zealand Community Trust**

Rachel Williams brought up the matter of a previous application to NZCT last month with regard to purchasing rugby uniforms. Discussion was had as to whether it was a good use of money this late in the season and with the pending decision on schooling in Hawera coming up. Rachel has instructed Marsha Collingwood not to purchase any uniform until after September when a decision has been made. Consensus at the meeting, was to contact NZCT and ask them to prioritise the Winter Tournament Week grant before the Rugby Uniform grant.

*It was resolved that the Board approve that an application be made to New Zealand Community Trust for funding of \$30,928.70 (excluding GST) for the purpose of:*

- *Transport and accommodation for sports teams to take part in NZSS Winter Tournament Week.*

Hamish Tong/Ed Fern

*It was resolved that the Board asks all staff not to purchase any branded uniform/products until a decision has been made by the Minister of Education on future schooling in Hawera.*

Dinah King / Ed Fern

- **Policies**

- **Uniform Policy**

Anita asks about the gender diversity implications of the uniform policy. Rachel discusses that this is why the wording of the policy states Girls 'Style' and Boys 'Style' and they can choose from any range of uniform. Anita suggests that the personal grooming section of the policy be revised to fit the changing times.

*It was resolved that the Uniform policy be approved with changes made to the personal grooming section.*

Ed Fern/Hamish Tong

- **Gifted & Talented Students Policy**

***It was resolved that the Gifted policy be approved.***

Anita Scott/Hamish Tong

#### **8. Kahui Ako / Community of Learning (CoL)**

Rachel Williams discussed the uncertainty over the employment of the Kahui Ako Staff with the impending decision on schooling in Hawera. Her answer from MOE was that, they would be under the same rules as our own staff.

#### **9. Principal's Report**

The Principal's report for May was taken as read.

***It was resolved that the Principal's Report for May be received.***

Rachel Williams/Ed Fern

#### **Discussion Arising from Principal's report**

Discussion arose around what is happening in the Mahi Toi space with the cancellation of the Maori Performing Arts classes. Rachel discussed other options being explored, stating the most popular option for wānanga amongst the students surveyed was the kai. The plan is, to organise two wānanga weekends for Term 3 – Kai will be one and Kapa Haka will be another. We are hoping to get good numbers along to this.

A trustee enquired about the Young Enterprise Scheme this year. Rachel Williams explained that the YES class is very small this year. One group has been awarded \$250 as finalists in the Taranaki Young Enterprise - Enhancing Rural Communities Award, for their presentation of their recycled benchtop.

Social Science Report – Grant Collie will present at the next meeting  
Shay King will be invited along for a verbal report.

#### **10. Student Achievement**

Rachel Williams gave an update on the latest statistics.

Discussion was had on the new initiative for targeting a group of senior students' attendance and achievement. These students are working alongside Lola Katene, with incentives of tuition for gaining their drivers licence. She explained that these are some of our most at-risk students and any improvement is good.

***It was resolved that the Student Achievement report for May be accepted.***

Rachel Williams/Ed Fern

#### **11. Committee Reports**

##### **FINANCE**

Invoices requested by the finance committee were supplied for review.

***It was resolved that the Hawera High School Finance report for May be accepted, and that school accounts be approved for payment.***

Anita Scott/Dinah King

##### **PROPERTY/ENVIRONMENTAL**

***It was resolved that the Hawera High School Property Report for May be accepted.***

Rachel Williams/Hamish Tong

## COMMUNITY ENGAGEMENT

Rachel Williams explained that the future of the Community Engagement is going to be focused around the student achievement with the focus on Maori students achievement.

### 12. Student Trustee

No report this month.

### 13. Staff Trustee

Ed Fern expresses concern with the changes in staffing, some staff have had to step up and go beyond their entitlement. Will they be recognised for this by time in leu?

Rachel Williams explains that arrangements will be and have been made with individual staff members.

### 14. Workplan Review

Up to date.

### 15. General Business

- **Discussion on consultation with our community with regards to future schooling in South Taranaki. What does this look like?**

Rachel showed the members a copy of a survey she has devised to send out to parents. She thinks it would be prudent to give the community an opportunity to have their say. Neryda Sullivan from the Intermediate has given her approval to send this to her school community as well.

***Resolution that the board approves of the proposed consultation form to send to the school community.***

Rachel Williams/Ed Fern

- **Sessions for Community Information for 1<sup>st</sup> & 2<sup>nd</sup> June at Tairoa Lodge**

### 16. In Committee

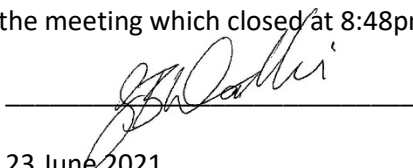
***It was resolved that the Board go into Committee.***

Anita Scott/Hamish Tong

Action	By Who	By When
Invite Shay King and Grant Collie to speak at next meeting	Rachel Williams	20 June 2021
Remind Ruby about coming to talk at the next meeting	Rachel Williams	20 June 2021
Communication with Opunake High School re Bus Routes	Rachel Williams	31 May 2021
Inform Riccardo Pintor of Boards Decision re Year 13 History Trip	Rachel Williams	31 May 2021
Contact NZCT and ask for Winter Tournament Week Grant to take priority.	Pauline Hurley	31 May 2021

This concluded the meeting which closed at 8:48pm.

Chairperson



Dated

23 June 2021

**DATE OF NEXT MEETING: 23 June 2021**