

MINUTES OF THE HOWICK COLLEGE BOARD MEETING

Wednesday 10 November 2021 held via Zoom (Level 3 Lockdown Covid-19)

PRESENT

R Gribble (Presiding Member), I Ropati (Principal), S King (Staff Representative), M Stratford, M Heywood, R Gray, L Alsabak (Student Representative), R Tosh (arrived at 7pm) C Newbould, L Mackereth (Board Secretary)

IN ATTENDANCE

OPENING

The meeting opened at 6.05pm

APOLOGIES

R Burge

The chair declared a quorum

WELCOME

The Chair welcomed back Iva Ropati from his secondment. Paul did a wonderful job as Acting Principal in Iva's absence.

GOVERNANCE

Conflicts of Interest: None noted

BOARD SELF REVIEW

- Training undertaken/booked – None noted

ADMINISTRATION

Minutes of the last meeting 15 September 2021 as previously circulated.

Moved that these are a true and correct record

R Gribble / M Heywood Carried

MATTERS ARISING

- None noted

CORRESPONDENCE

No correspondence noted

PRINCIPAL'S REPORT

- **Iva thanked the Board** for their support while on his secondment which provided invaluable PLD. The report to the Teachers Council is in the final approval process and the contents will be shared with Board and staff in the new year. A total of 9 staff had the experience of higher levels of leadership. Thank you to Paul for Acting Principal, Tina as Acting Associate Principal and to Cheryl and Emma as Acting Deputy Principals.
- **Maori and PI parent careers survey** – went out to 461 families who identify as Māori or PI and we received a 24% return with positive overall feedback about careers education and information.
- **Accelerating Merit and Excellence** – Increased focus on M & E within staff learning inquiries
- **Co-curricular engagement Survey**– provided a good response from students with feedback of their experience this year
- **Return of senior students** – attendance was reasonably high and gradually decreased during the course of the weeks. Students were upbeat and totally co-operative with masks and distancing. Workshops have been organized for seniors right through to the start of NCEA exams.

- **Senior Honours and Junior Honours** – The recipients will be officially announced via a new school web-site page including an opening video introduction and announce the premier winners.
- **Covid vaccination mandate** has been an enormous task to implement including keeping accurate records of repeat covid testing. The staff have responded positively and understand the implications of this mandate.
- **Staff Wellbeing** – is being monitored and some treat initiatives in place to help with morale during these difficult times. The Christmas staff function has been cancelled, and alternative plans are being investigated.
- **Return of junior students** – Further to today's Government announcement for the return of junior students on 17 November, the Senior Leadership Team have discussed how this return can be managed safely. The recommendation are to balance health risks with the need for their return. Continue with their online learning programme. Identify students who are disengaged to return for face to face learning and students who do not have adequate supervision at home. Consideration of an "end of year" farewell for one day or part thereof.

The Board unanimously agree with the Senior Leadership on the junior school learning programme for return to school/online learning programme.

- **Summary of Principals' report**

The Principals' report including the student representative report and the following reports were tabled as read and accepted

- Kahui Ako Progress Plan
- Review Communication & Engagement Plan
- Student Leader Progress

- **Student Representative Report**

Leila presented her student representative report of student leader initiatives during the Level 3 lockdown. Leila noted that the reintegration was different, but every one was happy to be back at school. The Year 13s had a House Leader Zoom meeting.

- **Board/SLT Strategy Day** is being postponed until later in January or the start of February 2022 when we can hold meetings face to face. The meeting will be held at Howick College and not off site.

Moved that the Principal's report as tabled, including the student representative report be accepted.

I Ropati / L Alsabak Carried

SUB COMMITTEE REPORTS

- **HR/CURRICULUM – Meeting held on 2 November 2021**

- The student discipline data for M & PI updated in percentages. Recidivist students will be followed up with the restorative practice for data collection for future reports.
- 8 Resignations including a couple of staff retiring
- Maths, Science and Technology positions advertised for 2022
- Covid vaccinations and the testing mandates has created a huge amount of additional work, energy and time with compliance. Staff who have had 1 vaccination only continue to be tested weekly until fully vaccinated

Moved that the minutes of the HR/Curriculum and Student Welfare report sub-committee 2 November 2021 is accepted as tabled.

M Heywood / M Stratford Carried

- **FINANCE - Meeting held on 4 November 2021**

- Budget should be available by the next meeting
- Year to date surplus is \$288,553, working capital surplus is \$349,743. Relief expenditure has exceeded total budget at \$330,954 against a budget of \$270k. Donation income is down to \$9k on this time last year.

Moved that the minutes of the Finance sub-committee 4 November 2021 including the financial reports for September be accepted

R Gribble / R Tosh Carried

