

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees  
held in the B1 at 4.30pm on Monday 2 May 2022

**Present:** Larn Wilkinson, Hamish Buchanan, Steven Hill, Conall Buchanan, Jo Tilsley

**Apologies:** Ursula Johnson, Amy Hacker

**In Attendance:** Yolande Lowe, Tina Youngman (Acting Principal), Miah Williams arrived at 4.30pm,  
Sue Austen arrived at 4.30pm

Wilkinson opened the meeting with a karakia.

**Confirmation of Minutes**

“THAT the Minutes of the monthly meeting held on Monday 21<sup>st</sup> March be confirmed as a true and correct record.”

Hill / Wilkinson – Carried

**Matters Arising**

Johnson continuing to source a coffee machine.

**Presiding Member's comments**

N/A

**Health & Safety Events / Issues**

We are now in the Orange Traffic light setting.

**Principals Report**

As read. “THAT the Principal's Report be adopted” Hill / Tilsley – Carried

A discussion was held around the low number of Teacher Aides at Paeroa College vs the number of students who require extra assistance.

**RTLB Report**

As read “ THAT the RTLB Report be adopted” Hill / Wilkinson – Carried

**Staff Report**

There is concern with some of our staff around the literacy levels of our students.

**Student Report**

Last week of Term 1 was Project Week for Y9 and Y10 and they thoroughly enjoyed it, however the senior students struggled with not having their teachers available for assessments.

Masks are still being encouraged to be worn with students.

Breakfast club has a low attendance at present.

There has been great student engagement with the lunch time activities.

Student council is looking at a mufti day to raise money for Ukraine.

Week 3 is around Anti-Bullying and we are having a pink shirt day.

**Careers and Vocational Education Progress**

The Board thanks Denise Grimmer for her report. The Board would like to see a strategic plan for career and pathways at a future meeting.

### **Sport Strategic Plan Analysis of Variance**

Williams presented this report to the Board. The Board thanks Miah for the report.

Williams left the meeting at 4.50pm.

### **Senco Report**

The Board thanks Andrew Cameron and Kath Workman for their report. The Board acknowledges the high need for Teacher Aide support due to high needs students.

### **Policies**

2.7	Trustee Remuneration and Expenses Policy	Read	Approved	Buchanan / Hill
2.8	Conflict of Interest Policy	Read	Approved	Buchanan / Hill
2.13	The Relationship between the Presiding Member and the Principal			Buchanan / Hill
		Read	Approved	
3.11	Behaviour Management Policy	Read	Approved	Buchanan / Hill
3.29	Attendance Policy	Read	Approved	Buchanan / Hill

### **Finance**

“the Board moves that payments for March totalling \$413,999.17 be passed for payment and that the March accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 28 April 2022” Tilsley / Hill - Carried

“the Board moves that payments for RTLB March totalling \$33,533.18 be passed for payment and that the March accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 28 April 2022” Tilsley / Hill - Carried

The Board discussed security cameras. The Board are requesting 2 quotes to be available for the next Board meeting 30 May.

“The Board approves the delegation for signing and approval of the audited 2021 annual report and representation letter to the Principal and Presiding Member”

The Board have viewed the Paeroa College Charitable Trust Accounts as at December 2021.

### **Property**

Science Block was discussed. Buchanan to talk to Darcy Knyvett regarding planting of new seedlings.

### **Health & Safety**

As per the Principal's report.

### **Discipline**

One outstanding disciplinary meeting to take place on Wednesday 4 May.

### **Sport**

Winter sport starts this week. Students have had high attendance at trainings and trials.

### **Administration**

N/A

**Correspondence In:** TVAL Trip May 2022 to Taumarunui - Approved  
Personnel Grievance Letter

“the Board moves to continue to use the same committee members who dealt with the Covid-19 mandate to work through the Personnel Grievance letter we have received “

Buchanan / Hill - Carried

**Correspondence Out:** MOE – Concurrence  
Miah Williams – Study Leave  
Helen MacDuff – Leave Request  
Yolande Lowe

**General Business**

Ohinemuri Sport and Recreation Hub – Possibly a couple of trustees from the Ohinemuri Sport and Recreation Hub to attend a Paeroa College Board meeting in the future. Tilsley and Buchanan to communicate with the Hub and confirm a date. Looking towards the next meeting 30 May.

Vaping Solutions. The Senior Leadership Team have met and had a discussion around how we can get a hold on vaping at school.

Education about vaping to parents and students presentation. The Board is supportive of this.

After school education sessions students must attend after a stand down. The Board is supportive of this.

Lunch time groups and clubs to keep running.

Expectation to be set from the Principal.

**Items for the next agenda**

Start looking at strategic plans going forward in different areas of the school.

Next Meeting 30 May 2022

Meeting Closed at 7.15pm