

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees
held in the B1 at 4.30pm on Monday 25 July 2022

Present: Conall Buchanan (presiding member, Steven Hill, Larn Wilkinson, Sue Austen, Amy Hacker, Jo Tilsley, Ursula Johnson (zoom), Hamish Buchanan (zoom)

Apologies: Ursula (lateness)

In Attendance: Travis Nicol, Hayden Lance, Shaun Hearn, Maureen Jackson (Minute Taker)

Larn opened the meeting with a karakia.

Presentation from students re winter uniform (Travis, speech; Hamish, Hayden and Shaun – presentation)

- Junior pant option (grey) – approved (through existing uniform provider)
- Beanie (black) - approved

KidsCan has provided an alternative jacket (at no cost) – slightly warmer and with hood.
BOT may decide to have ongoing wider discussion re future change to uniform.

Confirmation of Minutes

“THAT the Minutes of the monthly meeting held on Monday 27 June be confirmed as a true and correct record.”

With amendment – meeting was held on a Monday

Steve / Larn

– Carried

Matters Arising

Reminder regarding BoT to provide staff breakfast on Thursday.

Presiding Member’s comments

None

Health & Safety Events / Issues

1. School masks – MoE providing masks for all schools (not mandated but encouraged). Trustees endorse current, standing and encourage, voluntary wearing of masks.

Future Strategy discussion – see Appendix for notes

Principals Report – as read

Strategic Plan 2023 working group (comprises all Trustees will build on outcome from hui, and look at Charter for 2023 (annual plan). Amy to circulate document for September meeting. Defer to next meeting.

Advertisement in Gazette for HOD Te Reo Māori following resignations of Rumaki staff (effective end of Term 3 week 8).

Transition funding being utilised.

Staff Xmas function – 18th November. Request for trustees to put in the diary.

One stand down / suspension since last meeting.

Moved Amy Seconded Jo

– Carried

RTLB Report (Chris)– as read

Moved Conall Seconded Amy

– Carried

Staff Comment (Ursula)

Lots of sickness last 2 weeks of term – Ursula thanked everyone for covering in her absence

Student Comment (Hamish)

Uniform Presentation – see above.

Matariki – students enjoyed lunchtime activities.

House chant competition very successful.

SCT Report (Penny Cox)

The Board would like to thank Penny for her report.

TVAL Update & Report Andrew

Move ‘that Paeroa BoT approve that the mid-year report be submitted to MoE’

Moved Amy Seconded Steve - Carried

Interim Report on Progress towards targets (Amy)

Attendance and engagement continues to be a huge issue. Need to encourage lunchtime activities etc that contribute to student sense of belonging

Attendance and Engagement – next steps (Amy)

Move ‘that the BOT supports the Principal in hiring an attendance administration person for 3 hours per day for the remainder of 2022

Moved Amy Seconded Conall - Carried

Policies

2.6 Trustees’ Code of Behaviour Policy Read Approved

3.3 Appointment Policy Read Approved

3.16 Equal Employment Opportunity Policy – amend to ‘Accordingly the Principal in consultation with the Board must...’

3.17 Serious Wrongdoing / Protected Disclosures Policy Read Approved

3.22 Pandemic Policy Read Approved

Moved ‘that the reviewed policies be adopted as per above’

Moved Amy Seconded Steve - Carried

Finance

That “the Board moves that payments for June totalling \$310,014.76 be passed for payment and that the June accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 21 July 2022”

Moved Amy Seconded Jo - Carried

That “the Board moves that payments for RTL June totalling \$39,482.05 be passed for payment and that the June accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 21 July 2022”

Moved Amy Seconded Jo - Carried

Property

1. Science block an excellent space for everyone.
2. Pavilion – will be a new WSP project manager for the Pavilion. Could be done under 5YA funding.
3. Caretaker garage – still with Larn.
4. Waharoa – still with Larn. To be discussed at hui.
5. Netball courts – waiting on updated quotes. Jo to work with Debbie to confirm who the trustees of the Paeroa College Trust currently are.

Health & Safety

None

Discipline

Meeting set with senior staff to discuss options going forward.

Sport

Junior boys won Thames Valley competition.

Winter tournament – Week 6(ish).

Administration

2023 Strategic Plan working group established (comprises all trustees).

BOT triennial elections - BOT responsible for promotion of these. Amy / Yo working on this. –

Privacy legislation - ‘best practice’ all BOT should use a Paeroa College email address. All trustees confirm that they are the sole user of the email address being used for the purpose of BOT communications.

Correspondence In:

Year 13 Camp (August) - provisional approval given

UNISS Netball (August) - approved

Hon Jan Tinetti – ongoing Covid management

Richard Cox – funding request – Easter 2023 Thames Valley Four wheel drive club. Requires significant adult involvement over 2 days. Approved in principle; more specific information required (Amy)

Miah Williams – special sports leave (September) - approved

Correspondence Out:

Tina Youngman

Loretta Goodhue

Penny Cox

Yolande Lowe

Owen McLeod and Co. Ltd

General Business

None

Items for the next agenda

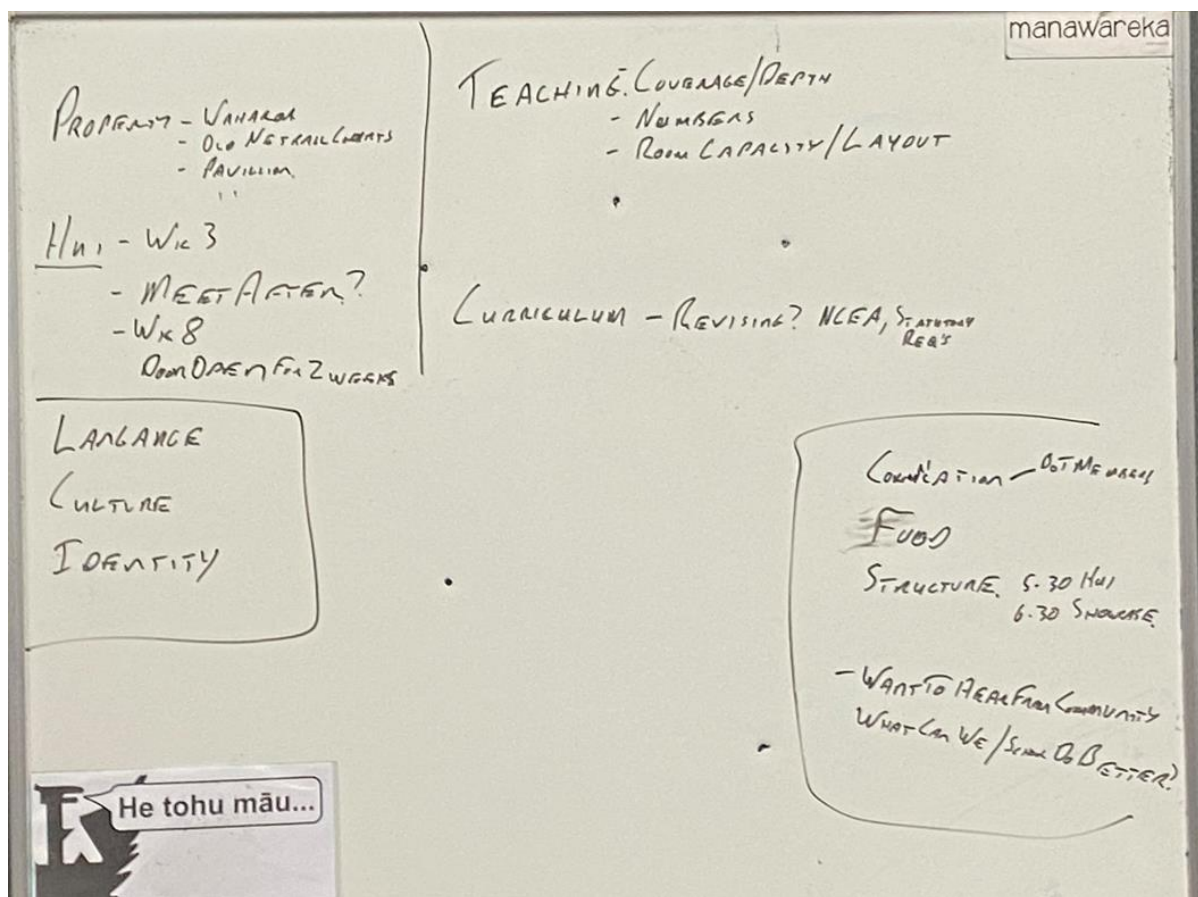
1. Charter 2023 discussion September

Conall closed the meeting with prayer

Next Meeting 22 August 2022

Meeting Closed at 7.34pm

Strategic Direction discussion notes



1. Property

- a. Waharoa
- b. Netball courts
- c. Pavilion

2. Hui

- a. Week 3 – if this is led by the BOT, what does this look like?
 - i. Principal component
 - ii. BOT component
 - iii. Opportunity for engagement (options), culturally sympathetic
- b. Week 8 follow up / feedback
- c. Ongoing follow up

Hui planning

- Kai – to be determined when trustees have some idea of numbers
- Communication – Amy to send out email; trustees to follow up on invitations, facebook, Nga Iwi
- Structure/agenda
 - 5.00 (for 5.30 start) whānau hui – focus on developing relationships, finding out what is important to families; focus on language/culture/identity (use sticky notes to gather input)
 - 6.30 showcase – presentation from each department re learning
- Amy following up with HOD re best space to use
- Karakia – Larn will find someone
- Mihi
- Waiata

3. Inclusivity
 - a. Language
 - b. Culture
 - c. identity
4. Curriculum
 - a. NCEA change
 - b. Numeracy / literacy deficit addressed using all teaching opportunities
 - c. Continual review of curriculum
5. Teaching
 - a. Capacity/depth e.g. Rumaki
 - b. Numbers
 - c. Room capacity and layout