

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees  
held in the B1 at 4.30pm on Monday 27 June 2022

**Present:** Conall Buchanan (Presiding Member, by Zoom), Jo Tilsley, Larn Wilkinson, Steven Hill, Amy Hacker, Sue Austen

**Apologies:** Hamish Buchanan, Ursula Johnson  
Agreed that Apologies be received

**In Attendance:** Maureen Jackson (Minute Secretary)

Larn opened the meeting with a karakia

**Confirmation of Minutes**

“THAT the Minutes of the monthly meeting held on Monday 2 June be confirmed as a true and correct record.”

Amy / Jo

– Carried

**Matters Arising**

None

Move ‘that we confirm the motion that the Paeroa College BoT co-opts Sue Austen as a Board member’

Conall / Larn

- Carried

**Presiding Member’s comments**

None

**Health & Safety Events / Issues**

None

**Future Strategy Discussion (18<sup>th</sup> June follow up)**

1. Larn – wants BoT to lead by example; take ownership rather than pass on to staff and students. Should focus on priorities which affect outcomes for Māori students eg. netball courts (on hold pending funding), waharoa, pavilion (partially completed), rumaki room (waiting on input from staff). Focus has been on academic achievement; need some focus on wellbeing for students and staff. Concern that BoT is receiving recommendations, but not actioning possible steps forward
  - a. Consultation with whānau - BoT to contact whānau; smaller hui groups. Will require significant BoT input.
  - b. Treaty of Waitangi understanding – NZSTA Treaty courses? Treaty training for all staff August 2022 (BoT could also attend); draft rumaki learner profile presentation on Thursday 5.30pm.
2. Amy - important that BoT turn up to events eg. Year-end dinner, provide support to staff.
3. Jo – disciplinary process review required.
4. BoT supportive of a discussion on compulsory study of Te Reo in Year 9 and Year 10, to meet or exceed MoE expectations. Upcoming hui to be a starting point on consultation.

Hui – Larn working on content, will be ready beginning Term 3. Should utilise showcase taking place Term 3, Week 3. A second hui to be planned for Week7 or Week 8 of Term 3.

### **Principals Report** – as read

Noted standdown / suspension statistics show big improvement

CO2 monitors – important that levels are monitored to ensure adequate fresh air in classrooms

Transition funding available for students moving into employment. Amy requesting help from BoT as to how to best utilise these funds. Jo and Sue offered to assist; Larn aware of alternative funding sources for this same purpose.

Moved “THAT the Principal’s Report be adopted”

Amy / Jo – Carried

### **RTLB Report** – as read

Moved “ THAT the RTLB Report be adopted”

Amy / Larn – Carried

### **Staff Comment** - None

### **Student Comment**

Breakfast being provided for students this coming Thursday morning (8.00am)

### **Curriculum Integration Report** (Amy spoke to the report from Darren van de Wetering)

- Focus on academies

### **Principal’s Nominee Report** (Karen McLean)

- Tabled and discussed

### **2022 Strategic Aim Progress Update**

- Tabled and discussed

### **Policies**

2.16	Board Induction Policy	Read	Approved
2.17	Board Review Policy	Read	Approved
3.14	Media Policy	Read	Approved
3.15	Education for Sustainability Policy	Read	Approved

### **Finance**

That “the Board moves that payments for May totalling \$210,790.04 be passed for payment and that the May accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 23 June 2022”

Steve / Jo – Carried

That “the Board moves that payments for RTLB May totalling \$21,431.11 be passed for payment and that the May accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 23 June 2022”

Steve / Jo – Carried

### **Also noted**

1. Unspent 5YA funds from science building should be used on other priorities if possible
2. Move ‘that the Paeroa College BoT continue with the government donation scheme’  
Amy / Steve – Carried
3. Phone system – will adopt New Era system, 2 quotes received
4. Move ‘that the BoT approve the cyclical maintenance contract for program maintenance in 2022, and that we add this approval to the BoT annual workplan’  
Amy / Steve – Carried

## **Property**

1. BoT funds – originally retained as insurance for possible overspend on Science block. Once final amount confirmed, BoT can determine how to spend these surplus funds
  - a. Waharoa – will need consultation with student and staff input on design. **Larn** to approach a possible resource who could assist with a consultation and visioning process for staff and community (James Webster)
  - b. Garage for caretaker house (1.5 garage) – could this be a community project? Building consent process will only be required if > 30 square metres. **Larn** to report back to next meeting with costs of foundation, kitset etc, and names of people who could lead this project
2. Priority options under 5YA (evidence-based prioritisation pending hui outcome)
  - a. Pavilion – completion of decking area (can progress immediately pending final input from hui)
  - b. Additional room for rumaki (may not be required)
3. Other projects that will encourage student engagement with school eg netball courts, skateboard area. **Larn** to circulate last “Courts” strategy report for further discussion.

## **Health & Safety**

None

## **Discipline**

Discussed. A discussion to happen next term between BoT and key staff to review options.

## **Sport**

Students enjoying return sport. Discussion around 1<sup>st</sup> XV program, and possible support required. Positive community comments received on new sport uniforms.

## **Administration**

Move ‘that the board has agreed that the date for the BoT election will be 23 September (parent and staff) and 30 September (student). In the parent election, there will be 5 positions, there will be 1 staff and 1 student position. The remuneration to our returning officer, Yolande Lowe, will be \$991.75 incl GST for the work to be undertaken. The fee will be paid in full regardless of whether the election goes to a vote or not’

Conall / Sue

- Carried

## **Correspondence In:**

Loretta Goodhue  
Penny Cox  
Tina Youngman  
Estelle Nicol - taken as read

## **Correspondence Out:**

Carol Walker  
Taylor Wanakore & Winara Levi  
Andrew Cameron  
Ursula Johnson  
Kylie Finch

Move 'that the board move in to public exclusion'  
Sue / Steve - Carried

Move' that the board move out of public exclusion'  
Jo / Larn - Carried

### **General Business**

1. Staff breakfast to be arranged – 1<sup>st</sup> week Term 3 (Thursday 28<sup>th</sup> July)
2. Staff reports to BoT – when recommendations are made would be very helpful if the report also included how BOT could assist

### **Items for the next agenda**

1. Future Strategy Discussion – 15 minute session whiteboard session to priorities future actions. **BoT**
2. Review MoE Attendance and Engagement review document (**Amy** to circulate)
3. Waharoa – review progress on this (**Larn**)
4. Review future property development, and possible funding requirements for these
5. Staff leave discussion document (**Steven**)

### **Item for August agenda**

1. Review need for security cameras

Conall closed the meeting with prayer

**Next Meeting 25 July 2022**

Meeting Closed at 7.25pm