

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees held in the B1 at 4.45pm on Monday 28 August 2023

Present: Amy Hacker, Conall Buchanan (Presiding Member), Grant van de Wetering, Hayden Lance, John Dustow, Larn Wilkinson, Jo Tilsley, Chrissy Te Teira

Apologies: None

In Attendance: Maureen Jackson (minute taker)

Grant opened the meeting with the Paeroa College karakia.

Confirmation of Minutes

"THAT the Minutes of the monthly meeting held on Monday 31 July 2023 be confirmed as a true and correct record with the noted amendments."

Larn / Amy

– Carried

Matters Arising

1. Three disciplinary hui pending.
2. Starting the voucher draws in assembly for those students with 100% attendance this week.
3. KidsOnLine brochure – good start has been made on the brochure. Further information required to complete this. The Board send their thanks sent to Alex for doing this.

Presiding Member's comments

Conall commended the new layout of the board papers being circulated to trustees prior to Board meetings.

Health & Safety Events / Issues

Amy noted a significant rugby injury occurred in a recent rugby game however an incident report has not yet been received by the school. Amy will follow up with written request.

Key Strategic Matters

1. Community hui - 5.15pm – 6.00pm September 7th, in conjunction with Year 8 Open Day. Will endeavour to remind all families that this is happening. Suggested options for future whānau hui using community facilities.
2. KidsOnLine 11th October – want to develop an 'entertainment' evening, inviting primary schools to participate.

Principal's Report (including the Health and Safety meeting minutes)

Taken as read.

- Limited relief staff available resulting in some combining of classes.
- Principal appraisal pending.
- Devices are now an essential learning tool.

Move 'that the report be received'

Amy / Larn

- Carried

RTLB Report

Taken as read.

Staffing level will be advised in October

Expected Invoice of surplus funds has been clarified, however, yet to be confirmed.

Move 'that the report be received'

Amy / Chrissie

- Carried

Staff Comment (Grant)

Commended Amy on her handling of an inappropriate tiktok video.

Has attended 'best Year 11 camp ever' - children engaged, looking out for each other. Very positive. Acknowledged work stress many of the teaching staff are currently experiencing due to combined assessments and planning.

Sunshine having a positive impact on the staff.

Student Comment (Hayden)

Sports Week was successful, included a mufti day. Students enjoy something different – incentive to attend school.

Getting all students involved in Haka Wars House Competition is improving but still a work in progress.

Strategic Monitoring

AMPS Progress Report

The Board thanks Andrew for his report, and his helpful commentary

1. Year 10 Māori student drop in endorsements from Year 9 is a concern. Likely related to student attendance.

Senior NCEA Progress Report

1. Students new to the roll will have fewer credits.
2. Unable to remove students under 16 years old from the roll.
3. Concern that students leaving for employment are not setting themselves up for career progression.
4. More students have set a goal for endorsements this year.
5. Vocational Pathway Award – maybe phased out and may perceive as lacking relevance.

SCT Report (Specialist Classroom Teacher)

The Paeroa College program is highly respected in the region. The Board records their appreciation of this program and the significant positive support Penny is providing to staff.

Strategic Aim Progress

- Amy has updated this document. Noted that clubs and house photos were taken this year.
- Increasing the number of Māori students aiming for University – need to develop a plan for this now that local treaty settlements are on the table. Good time to develop a plan for 2024 as it will be beneficial for all students. Need a longitudinal approach. Work with other schools in the district.
- Travellers program – currently running 3 programs to meet the needs of children suffering from trauma, compared to the 1 program run in 2022.

Policies

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| 2.10 | Fundraising Policy | Deferred |
| | Noted that this policy is not being followed, and has been raised by the Auditor.
Issue of GST implication of student fees needs to be explored.
Agreed to leave on the table to enable research on what other schools have in their policy (Amy, Jo, John, Conall). Review schedule to be updated to a more regular review. | |
| 3.26 | Theft and Fraud Policy | Approved with change |
| | Amend: (5) Add 'If this person is an employee of the school, this may involve robust employment process' | |

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| 3.27 | Timetabling of Teaching Staff
Deferred to October meeting | Deferred |
| 3.29 | Attendance Policy
(1) '.... all reasonable steps.' – discussed and kept
(2) 'The Principal will provide a report to the Board, at minimum once per term'
Renumber forward | Approved with change |

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| 2.15.2 | Meeting Policy (amended) | Approved |
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Move 'that we approve the policies as recorded'
John / Chrissie - Carried

Finance

Move 'that the minutes be received and that the accounts recommended for approval for payment be approved'
Jo / Amy - Carried

Move 'that the Board moves that payments for July totalling \$244,516.22 be passed for payment and that the June accounts be adopted as a true and correct record as discussed at the Board Finance Meeting August 2023'
Jo / Amy - Carried

Move 'that the Board moves that payments for RTLB July totalling \$19,700.63 be passed for payment and that the July accounts be adopted as a true and correct record as discussed at the Board Finance Meeting August 2023'
Jo / Amy - Carried

Property

Move 'that the minutes be received'
Larn / John

1. Basketball hoops have arrived.

Health & Safety

Refer Principal report

Discipline

Three suspension meetings pending.

Sport

1. Tournament week happening this week

Administration

1. Board of Trustees Student representative for 2024 - nominations close 29th August (tomorrow)

In Committee

Move 'that the Board move into Public Exclusion' at 7.15pm
Grant / Jo - Carried

Move 'that the Board move out of Public Exclusion' at 8.08 pm
Larn / Jo - Carried

Correspondence In: Diane Watton – leave request
Sean Koller – Thank you letter
B-Safe Electrical Report
Year 10 Camp – Pinnacles
Penny Cox – leave request

Correspondence Out: Sally Dustow Leave Request
Basketball Prems – Palmerston North
Amy Hacker – Leadership Opportunities
Carol Walker – Leave Request

Amy left the meeting at 7.50pm

General Business

1. Attendance – most disturbing reason for non attendance is families who ‘reward’ the child with a day off school. More absenteeism (student and staff) on Friday.
2. Truancy referrals are being made. Have yet to see a student return to school as a result of this referral.

Items for the next agenda

1. Fundraising Policy
2. Timetabling of Teaching Staff policy – deferred to October meetings
3. Plan for official opening of new courts

Conall closed the meeting with prayer.

Next Meeting Monday 18 September at 4.45pm Meeting Closed at 8.07pm
Amy will be absent; Tina Youngman will attend in her place