

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees
held in the B1 at 4.45pm on Tuesday 24 October 2023

Present: Conall Buchanan (Presiding Member), John Dustow, Chrissy Te Teira, Amy Hacker, Grant van de Wetering, Seth Seerup

Apologies: Jo Tilsley

Moved 'That the Apologies be sustained'

- Carried

In Attendance: Maureen Jackson (minute taker)

Amy opened the meeting with the school karakia.

Confirmation of Minutes

"THAT the Minutes of the monthly meeting held on Monday 18th September 2023 be confirmed as a true and correct record with the noted amendments."

John / Chrissy

- Carried

Matters Arising

1. Principal report – included sabbatical leave request for RTLB staff member.

Moved that 'sabbatical leave has been approved by the BoT for Jo Adams for the period 14th October 2024 to 20th December 2024'.

Amy / John

- Carried

Presiding Member's comments

Conall welcomed Seth to the meeting.

Also noted the resignation from Larn Wilkinson (refer Correspondence In).

Discussion about how to proceed regarding this piece of work.

Health & Safety Events / Issues

N/A

Key Strategic Matters

Te Ao Māori Strategy

John tabled his disappointment with this resignation.

Moving forward:

1. The progress to date to be viewed as an internal road map, rather than strategy. It has operational aspects that continue the college's development.
2. The development of a 'Te Ao Māori Strategic Plan' should be led by our local iwi and whānau, with representatives from the three local marae. Possible process to start that was discussed.
3. Continue with simple changes that can be embedded in school culture in the short term.

Progress needs to be 'process focused', and the Board should be aware that this process should not be dictated by any imposed timeline.

Board Strategic Plan (previously referred to as 'Charter') for 2024 / 2025

Need to identify 2 -3 key strategic matters that need to be progressed and develop a road map to progress these. Board to meet Thursday 2nd November 5 – 8pm.

Principal's Report (including Gateway and Waikato Trades Academy reports)

Move 'that the report be received'

Amy / Grant

- Carried

1. Gateway and Waikato Trades Academy reports both highlight the number of students given opportunities through the Gateway and Trade programs. Amy will thank Denise Grimmer for her efforts with these programs.
2. Staffing is the biggest challenge at this time. Likely an issue with HoD Technology in 2024. Lovely to have Melba Pakinga on the staff.
3. The Board will no longer be required to support the TeacherFirst positions in 2024 but hope there will be a Board funded teacher position.
4. MNA (Managing National Assessment) review report has been received. Very positive report. Next review 3 – 5 years.
5. Rob Cope visit was very successful. The Paeroa Central School contribution was very much appreciated. Also received some very useful material to be included in the curriculum.
6. Student has raised the issue with Amy that she felt that there were insufficient specialist teachers for those students looking towards an academic future. Further discussion to take place at the Board Strategy Plan discussion.
7. Student attendance still very disappointing. Seth reported that the vouchers are encouraging better attendance for some students.
8. Paeroa College is in the top 1 % of schools in the area in the stand downs / suspension statistics. Currently looking at options for managing discipline for students to reduce the numbers being stood down. Will trial different interventions for the junior students for remainder of Term 4.

RTLB Report

Move 'that the report be received'

Chrissy / John

- Carried

1. No staffing reduction for 2024. Will be advertising for 2 new positions.
2. Surplus funds now finalised.

Staff Comment (Grant)

1. Updated information has been received from PPTA which will be discussed in the correct forum ('Policies').
2. Has received negative feedback from other staff re decisions made by the Board. The Board supports Grant in his position on the Board. All decisions are made by the Board as a collective.
3. Term 4 has been very positive, and the year is closing very well on a personal basis.

Student Comment (Seth)

1. Has now completed the Student Rep training.
2. Seth gave some background on how he came to be on the Board.

Strategic Monitoring

Strategic Aim Progress

Information only

Careers / Gateway / Trades Report (Denise) – refer Principal's Report

Policies

3.10 Fundraising Policy

- change 1. '....prior approval from the BoT or the Principal through the use of....
- add 2. '..... College's banking system or club specific audited account'

3.27 Timetabling of Teaching Staff Policy

(Grant) PPTA (local branch) has given feedback (needs to be compliant with the SSCA (Secondary School Collective Agreement)). Grant will circulate the email to Board members for review and feedback. Draft policy will be tabled to the next meeting.

Move 'that we approve the Fundraising Policy with amendments as recorded'

Amy / Chrissy

- Carried

Finance

Amy / Conall

- Carried

Hauraki Rural Education Fund – closing funds now lodged in a tagged account

Move 'that the Board moves that payments for September totalling \$246,655.36 be passed for payment and that the September accounts be adopted as a true and correct record as discussed at the Board Finance Meeting October 2023'

Amy / Conall

- Carried

Move 'that the Board moves that payments for RTLB September totalling \$32,511.84 be passed for payment and that the September accounts be adopted as a true and correct record as discussed at the Board Finance Meeting October 2023'

Amy / Conall

- Carried

2024 Draft Budget

The Board acknowledge the effort Amy and Debbie Gould (along with other budget holders) invest in compiling this documents.

Property

Amy / Conall

- Carried

1. Opening celebration can be done once the fencing repairs are completed. Grant noted that the new turf is being very well utilised by the students (with great respect).
2. Refurbishment of Pavilion and P6 ready to go to tender.

Health & Safety

Student and Staff Wellbeing Report – next Board paper

Discipline

N/A

Sport

1. Sports Prizegiving was successful, with a debrief shortly to consider how to cope with the number of students now involved. Inducted 10 past pupils into Paeroa College Sports Hall of Fame.

Administration

1. BoT 2024 Work and Reporting Plan Confirmed – no changes required.
Moved ' that the Bord approve the BoT 2024 Work and Reporting Plan
Conall / Chrissy - Carried
2. BoT 2024 Meeting Calendar Confirmed.
Moved ' that the Board approve the BoT 2024 Work and Reporting Plan
Conall / Chrissy - Carried
3. Plan for official opening of new courts
 - Likely to happen during school hours, with selected members of the community invited.
 - Board need to think about appropriate celebration.

In Committee

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

Move 'that the Board move out of Public Exclusion' at 8.18pm
Amy / Grant - Carried

Correspondence In:

Penny Cox – Leave Request
MOE – RTLB Staffing 2024
Catherine Schuler – Leave Request 2024
Andrew Cameron – Leave Request
Darren van de Wetering – Leave Request (email)
Larn Wilkinson – Resignation from the BoT
Kelvin Davis - Reply

Correspondence Out:

Chris Patten – Leave Request
Tania Harding – Leave Request
Darren van de Wetering – Leave Request
Amy Hacker – Secondment Acceptance
Kelvin Davis – Minister of Oranga Tamariki

General Business

Items for the next agenda (from previous minutes)

1. Student and Staff Wellbeing Report
- 2.

Conall closed the meeting with prayer.

Next Meeting Monday 27 November @ 4.45pm

Meeting Closed at 8.19pm