

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees
held in the B1 at 4.45pm on Monday 2 May 2024

Present: Conall Buchanan (Presiding Member), John Dustow, Jo Tilsley, Kieran Udy, Seth Seerup,
Chrissie Te Tiera

Apologies: Grant van de Wetering

Moved 'That the Apologies be sustained'

- Carried

In Attendance: Maureen Jackson (minute taker)

Seth opened the meeting with a karakia.

Confirmation of Minutes

"THAT the Minutes of the monthly meeting held on Monday 25 March 2024 be confirmed as a true and correct record with the noted amendments."

Kieran / Seth

– Carried

Matters Arising

1. Survey on bike shed – Seth to catch up with Grant to progress.
2. Board vacancy – initial contacts not currently interested. Agreed to request EOI from members of community via College Comment.
3. Cultural audit progressing.
4. Enrolment scheme / Bus review – reports will be completed this term.
5. Building master plan – Kieran still attempting to contact correct person.
6. Financial services provider to be reviewed later in year.

Presiding Member's comments

1. Conall will be absent for next meeting; Jo has agreed to chair meeting. Board agreed to change date of meeting to ensure Kieran can be in attendance. **Date changed to Thursday May 30th.**

Health & Safety Events / Issues

Nothing to report

Key Strategic Matters

Cultural Audit

Comprehensive document has been circulated.

- Short term actions can be addressed immediately eg documenting carving / taonga histories.
- Longer term tasks – consultation with iwi, appropriate use of spaces etc.
Expect work to continue over next 3 – 5 years.
- Melba has arranged hui with all interested parties 22nd May 5.30pm to build relationship with local iwi (this will become a regular hui). Ideally two representatives from each of four marae in community, include Principal and DPs, and two members of Board when appropriate. Jo and John to attend this initial hui on behalf of Board.
- Board could intentionally create opportunities for local rumaki graduates to return to assist in teaching / programs in Paeroa College after training and developing skills elsewhere.
- Board will set aside dedicated time to discuss the report **Wednesday 12th June 5.30pm – 7.15pm** (hard copy will be provided to Board Members later this month). Kieran to organise refreshments.

Principal's Report

Move 'that the report be received'

Kieran / John

– Carried

1. Attendance levels are in line with last year. Lots of support being provided to increase attendance from start of this term.
2. Cell phone policy implementation – parents will be required to collect phone after 3rd breach. This will escalate to disciplinary process after continued deliberate defiance. Two exemption requests have been approved for valid reasons. Implementation has been relatively straightforward, and as expected.
3. Clarification on funding options abbreviations
 - IRF interim response funding (immediate funding available).
 - HCN – high and complex needs.

RTLB Report

Move 'that the report be received'

Kieran / Jo

– Carried

1. Move 'that the Principal Concurrence payments in relation to RTLB goes to our fixed term Principal Kieran Udy for 2024'

Conall / John

- Carried

Staff Comment (Kieran)

Generally good morale, staff well rested from break.

Student Comment (Seth)

1. Food technology – concern from a couple of students that no bulk buying of supplies, resulting in inadequate output for assessment. Seth to discuss with Kieran.
2. Senior students have requested mufti for academies. Seth to discuss with Kieran.
3. Students generally 'annoyed' about phone ban. Teachers also reluctant to remove phones. However, student behaviour has been much better.
4. Seth will be attending a leadership course through Gr8Job Hauraki for next 5 weeks.

Strategic Monitoring

Senco Report – (Andrew Cameron, Loretta Goodhue & Geri Allen)

More students coming to school with significant needs, and minimal funding. Consistent routine for all classes will assist these students; challenges for some teachers to achieve this. No ORS funding students at the moment. Funding applications are complex with very limited funding available. This is an issue nationwide.

Careers and Vocational Education Progress Report (Denise Grimmer)

Tabled strategic plan for the year.

Board would like some feedback on previous year outcomes.

Policies

2.21 Bullying Prevention (John)

BOT agreed with changes as proposed. John will make changes and circulate for adoption at next meeting.

2.28 Privacy Policy (John – circulated in March)

BOT agreed with changes as proposed. John will make changes and circulate for adoption at next meeting.

Finance and Property

Move 'that the minutes for the Finance and Property Committee held 29th April be received'

- Carried

Move 'that the Board moves that payments for March totalling \$ 356,107.46 be passed for payment and that the March accounts be adopted as a true and correct record as discussed at the Board Finance Meeting April 2024'

Jo / Conall

– Carried

Move 'that the Board moves that payments for RTLB March totalling \$ 35,756.38 be passed for payment and that the March accounts be adopted as a true and correct record as discussed at the Board Finance Meeting April 2024'

Jo / Conall

– Carried

1. Unallocated 5YA and AMS funds of \$107000. Sliding doors in Waihou room will cost approx. \$50K; likely to be another \$170K unallocated (including possible funds for transformer) which should be spent. Commerce classroom needs an upgrade.

Move 'that unallocated funds in 5YA be brought back into use and used to cover doors and partitions in Waihou room'

Conall / Kieran

-Carried

2. Seating – recommendation to purchase tables and seating approx. \$60,000 for quad area. Funding is available for this purchase. Board approves the recommendation.
3. Transfer capital item development from proposed beach volleyball to a table tennis table. Noted that beach volleyball can be revisited in future. Approved by Board.
4. Turf fencing completed and look great. \$2k discount received from Simon Hill. College to recognise this with advertising etc.

Paeroa College Charitable Trust (Jo)

AGM has been completed. New trustees have been appointed.

Process required to formally move the Courts from the PCCT to Paeroa College. Legal advice will be required.

Health & Safety

1. Extractor fan for the Technology Block is on order. Will be installed later in year.
No other outstanding issues.

Discipline

Nothing to report

Sport

Winter sports now running. Some Waihi students are playing for Paeroa College 1st XV (but not replacing any Paeroa College student places). Adequate coaches / managers etc across all sports.

BOT pleased to approve the sponsorship for 2024 subject to approval by Sports Director and Principal. A written agreement between the team and Claymark is requested.

Administration

Bus Route Optimisation – in progress

In Committee

“THAT the Minutes of the monthly meeting held on Monday 25 March 2024 be confirmed as a true and correct record with the noted amendments.”

Kieran / Seth

- Carried

Move ‘that the Board move into Public Exclusion’ at 6.55 pm

Jo / John

Move ‘that the Board move out of Public Exclusion’ at 7.22 pm

John / Seth

Correspondence In:

Penny Cox – Study Leave 2025
Sally Dustow – Leave Request 2024
Darren van de Wetering – Study Leave 2025
Miah Williams – Leave Request 2024
Ally Twiss – Sabbatical 2025 (RTLb)

Correspondence Out: Sean Koller leave request

General Business

1. Board Meetings

- a. Refreshments for meetings – Kieran has requested that a more substantial meal be provided. Kieran to organise.
- b. Jo has requested that meetings start slightly later from June for next few meetings. Agreed that meetings would start at 5.30pm for meetings starting in June 2024, followed by review.

Items for the next agenda (from previous minutes)

1. Provision for learning support in future. Include on agenda for July meeting.

Conall closed the meeting with prayer.

Next Meeting **Thursday 30th May @ 4.45 pm**

Meeting Closed at 7.25pm