

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees
held in the B1 at 5.30pm on Monday 24 June 2024

Present: Conall Buchanan (Presiding Member), Jo Tilsley, Kieran Udy, Grant van de Wetering,
Chrissie Te Tiera, Seth Seerup

Apologies: John Dustow

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 Thursday 30th May 2024 be confirmed as a true and correct record with the noted amendments."

Grant / Jo - Carried

Matters Arising

1. Decision made in respect of 'end of year' functions where cost will be covered by BoT
- staff function on last day of Term 4.
- BoT to have a separate EoY function which will be partially subsidised.
Kieran to check available budget, and recommend a date for the BoT function.
2. Whānau Advisory group will be meeting tomorrow night. Chrissie and Conall to be added to the list of attendees for future meetings.

Presiding Member's comments

Nothing to report

Health & Safety Events / Issues

Nothing to report

Key Strategic Matters

Principal's Report

Move 'that the report be received'

Kieran / Grant - Carried

1. Letter received from Louise Buckley, Katikati Principal, signing off the first local PGC for Kieran Udy.
2. PPTA course cancelled due to lack of numbers.
3. Academy attendance is very low (held each Friday). Support from BoT for Kieran to review the future of this program. Some aspects of these programs can be incorporated into other classes.
4. PGCs underway for all staff.
5. Large number of students on STP funding (which needs to be returned if the student does not complete the whole course). Need to reduce numbers down to approximately 15 students.
6. School Lunches - this program and funding for 2025 will be significantly different. No allowance for self-management and school is not able to carry over any surplus funding beyond Term 3, 2024. Currently has a surplus of \$125,000 which will need to be spent. Refer Finance and Property Committee.
7. NCEA moderation has changed. All issues now addressed.
8. Art teaching resourced. This is covered for remainder of 2024.

9. Enrolment scheme – still awaiting outcome from Waihi College BoT.
10. Bus review – to be completed later this year, however there are possibly current Paeroa College students that are being impacted.
Move 'that Paeroa College BoT write a letter to MoE to ask for this issue to be expedited'
Conall / Jo – Carried
11. Member of the community (anonymous) has donated a sculpture, "Don't be chained to time, follow your dreams" by Adrian Worsley, to Paeroa College. Siting yet to be determined. This would best set in concrete. BoT accept this generous donation.

RTLB Report

Move 'that the report be received'

Kieran / Seth

– Carried

1. Practice Lead vacancy to be filled.
2. Niue visit very successful.

Staff Comment (Grant)

Year 11 camp next week – 62 Yr11 students will be attending.

Chant competition end of this week (inter house competition).

Student Comment (Seth)

Looking forward to Year 11 camp.

Wants to bring back the Enviro Schools program. Has volunteered for a local Enviro School camp.

Mrs Watton and Ms Dunlop have volunteered to be teacher support for this program.

Strategic Monitoring

Curriculum Integration Report – Kieran spoke to report.

- Still work to be done to embed Mātauranga Māori to all curriculum. Will need a new lead for 2025.
- Attendance low for the Academies. Some of these will always be popular eg outdoor activities, others less attractive. Need to assess benefits with need to improve literacy and numeracy. Potential to 'block course' at junior levels the core subjects, and apply other teaching changes.

Policies

1.15 Meeting Procedure Policy – no change required.

2.13 Sensitive Expenditure Policy

Add:

Introduction (6) The Principal Well-being fund as part of the Secondary Principals agreement is exempt from this policy .

Move 'that the above policies be adopted with the change to 2.13 noted'

Grant / Seth

- Carried

Banking Policy

Amendment made to refer to generic bank and accounting providers

Move 'that this policy be adopted'

Grant / Seth

- Carried

Finance and Property

Move 'that the minutes for the Finance and Property Committee held 19 June be received'

Grant / Conall

- Carried

Move 'that the Board moves that payments for May totalling \$410,566.01 be passed for payment and that the May accounts be adopted as a true and correct record as discussed at the Board Finance Meeting June 2024'

Grant / Conall

– Carried

Move 'that the Board moves that payments for RTLB May totalling \$22,208.29 be passed for payment and that the May accounts be adopted as a true and correct record as discussed at the Board Finance Meeting June 2024'

Grant / Conall

– Carried

1. PC Trust now has an updated Deed that requires signing. Once this is done, the Trust can then transfer the courts from the Trust to the school.
Following this, the trustees should meet with the Principal and Presiding Member to determine the future of the Trust.
2. Uncommitted Funds – seeking clarification of report from PKF, concern that some funds are inappropriately listed as a “liability”.
3. Change of IT provider – need a comparable quote from possible new provider (New Era). Decision can be progressed by email if Principal recommends a change.
4. Vape sensors – relatively large quote \$17,170. A possible decision for the future should funds be available.
5. P6 has been found to be at ‘end of life’. Still adequate for short – medium term, but no major upgrade as planned. In terms of future resource requirements, Paeroa College should qualify for a block of modern classrooms. Suggest we invite Minister for Education to Paeroa College (include local MP) to outline Paeroa College challenges.
6. Pavilion upgrade – consent approved, now out to tender. Should start Term 3 holidays.
7. Measuring power use – MOE has committed to and should be monitoring power use through the transformer. We are not fully confident this is happening. Management of heat pumps still manual and functioning well. Should be able to have Master ‘turn on’ and ‘turn off’.
8. School Property Master plan required for whole school. Board approved \$5,000 be allocated.
9. Accounting provider alternative – need to get up to three ‘proposals for service’. Kieran will report back to next meeting.
10. Chess set being installed.
11. School lunch funding surplus (currently \$125,000 surplus) – can be spent on
 - a. Water fountains (Kieran to determine how many, and where?)
 - b. Kitchen equipment – Kieran to consult and get quotes.
 - c. Food gardens (raised beds etc) and orchards – quotes to be sought.
 - d. Seating – already planned are 8 tables with bench seating for archgola plus another 4 seats for Quad
 - e. Kai related Hauora – speakers, carving/statues etc.Board keen to progress (a), (b), and (c) immediately.
If remaining funds, then priority is
 - Tiered seating for gym
 - General outdoor seating

Health & Safety

Nothing additional to report.

Discipline

Some challenging hui, but with positive outcomes.

Sport

Teams are all performing well.

Administration

Move 'that the Board move into Public Exclusion' at 7.30pm

Kieran / Grant

– Carried

Move 'that the Board move out of Public Exclusion' at 7.58pm

Kieran / Grant

– Carried

Correspondence In: Keely Muller – Maternity Leave 2025
PPTA Charter Status

Correspondence Out: Tina Youngman – Leave Application 2024
Lisa Craggs (RTLB) – Leave Request 2024
Open A Netball Fundraising
Massey Uni Trip 2024
Victoria Uni Trip 2024

General

1. Session for BoT to progress the Cultural Audit review - **Wednesday 24th July 6.00pm.**

Conall closed the meeting with prayer.

Next Meeting **Monday 29th July @ 5.30 pm**

Meeting Closed at 8.00pm

Cultural Audit Review 24th July 6.00pm