

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees
held in the B1 at 5.30pm on Monday 29th July 2024

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

Apologies: None

In Attendance: Maureen Jackson (minute taker), Darby Tuhaka (for entire meeting)

Seth opened the meeting with a karakia.

Conall welcomed Darby to the meeting.

Confirmation of Minutes

“THAT the Minutes of the monthly meeting held on Monday 24th June 2024 be confirmed as a true and correct record with the noted amendments.”

Kieran / Seth

– Carried

Matters Arising

None

Presiding Member's comments

Nothing to report

Health & Safety Events / Issues

Nothing to report. Health and Safety committee will meet very soon.

Key Strategic Matters

Principal's Report

Move 'that the report be received'

Kieran / Chrissie

– Carried

1. Trustees requested that Kieran continue to email out updated reports.
2. Attendance data – are getting small improvements at the lower level of attendance, but no increase in those attending over 90%. Struggling to know what more can be done to improve these results. Need to check if voucher system still being offered to those attending over 90%. School has removed as many barriers to lack of attendance as possible.
3. A Kahui Ako funded program is currently in operation where whānau with students with lower attendance (below 70%) may agree to have students collected from home each morning. Program is managed by Paeroa Community Support Trust.
4. Mid Year Report on progress towards goals
 - PLD for Te Mātaiaho for all staff – no progress as funding was declined at start of year (criteria changed after application has been submitted). Can reapply next year.
 - All other targets are either in progress or completed.
5. Living Trust Youth work – program running all year with junior school
 - identified more student referrals to the school counsellor (highlighting need for more counselling hours – currently one counsellor for 2 days per week)
 - Teething issues have been resolved
 - Some benefits, some challenges

Board would be comfortable if there was an opportunity to increase counselling. Kieran noted that school does have a nurse that some students use for 'guidance.'
6. Strategic Plan – Kieran wants to send to Senior Leadership Team to develop an implementation plan.

7. Roll size 360 – 370.
8. Enrolment scheme now out for community consultation.
9. Move that 'Paeroa College proceed with grant application for a laser cutter (\$4k from Milestone Trust)'
Kieran / Jo – Carried
10. Move that 'Paeroa College proceed with grant application for Lacrosse nationals (\$700 from NZCT).'
John / Chrissie – Carried

Cultural Audit

Team has met, and several priorities have been identified. Need to identify actions to be progressed. Acknowledge that there is a need to establish a trusting relationship with our whānau. Funding will be required to implement the priorities.

RTLB Report

Move 'that the report be received'

Kieran / John

– Carried

Verbal update – Chris had a very successful trip with some learnings that can be applied in our local situation.

Staff Comment (Kieran)

Term 3 started with good staff morale. Some staff teaching outside normal areas due to vacancies. Usual winter ailments.

Student Comment (Seth)

Nothing significant to share. New archgola area – great sheltered area in all weathers.

Strategic Monitoring

SCT report – Specialist Classroom Teacher (Penny Cox)

- Support for beginning teachers, and teachers new to school. Some significant challenges this year.
 - The Board thanks Penny for her comprehensive report
- Report received – Carried

Policies

2.3 Appointments Policy

2.22 Pandemic Policy

2.23 Traumatic Incident Response

Move 'that the above policies be adopted without alteration'

- Carried

Finance and Property

Move 'that the minutes for the Finance and Property Committee held 24th July be received'

Conall / Seth

- Carried

Move 'that the Board moves that payments for June totalling \$ 234,762.60 be passed for payment and that the June accounts be adopted as a true and correct record as discussed at the Board Finance Meeting July 2024'

John / Grant

– Carried

Move 'that the Board moves that payments for RTLB June totalling \$ 31,109.72 be passed for payment and that the June accounts be adopted as a true and correct record as discussed at the Board Finance Meeting July 2024'

John / Grant

– Carried

1. Increasing board funded wages will assist in the overspend on Banked Staffing Deficit.
2. Net surplus of lunches finds for 2024 now \$ 55,659. Need to ensure this is spent this term (or planned spend documented).
3. Hauraki Rural Education Trust \$37000 – this was distribution of funds from a Trust now closed. Currently untagged funds.

Spend of excess school lunch funding \$136000 ('Hauora'- related to provision of kai, or healthy living):

4. Quote received to upgrade science potager garden (approx. \$60k exc GST).
Move 'that the Board proceed with Stage 1 and Stage 2 of the science garden'
Jo / Seth – Carried
5. Quote for water fountains (four outside, one in gym) (approx. \$25k exc GST). Stainless steel options.
Move 'that the Board proceed with purchase and installation of five water fountains'
Grant / Seth – Carried
6. Quote was received to put a kitchen in sewing room. Very costly. Not being progressed.
7. Quotes for four large umbrellas (canvas on stainless steel) (approx. \$ 4000 exc GST).
The Board support the purchase of these as discussed.
Can be stored in shed with gazebos etc – to be used for event days.
8. Quotes for additional 10 seats approx. \$34500 exc GST.
Move 'that the Board proceed with purchase of an additional 10 seats'
Grant / Chrissie – Carried
Board had considered option for tiered seating in the gymnasium. These would be fixed. and would encroach on the useful space in the gym. Will not progress.
9. Residual of \$12500. Kieran to report back to next meeting on how this could be spent. Will discuss hospitality needs with Whaea Melba in the te ao Māori space.
10. Surplus for Term 4 School Lunch program – Kieran to identify what this is likely to be for the next meeting. Consideration of commissioning a sculpture.
11. Te Wānanga o Aotearoa – Youth Coaching & Support Service – social work for a small number of students. Not core business, but beneficial to the individual students. Initial funding (approx. \$12500) from MSD for 10 week pilot for small number of Yr 9 students. Board unable to continue this program.
12. IT providers
Move 'that Paeroa College change to New Era for start of 2025'
Conall / Jo – Carried
13. Accountant support provider (PKF) – after consideration the Board currently sees no benefit to changing provider.
14. Cyclical maintenance – noted that in the next budget additional funds will need to be allocated each year for painting of the school.
15. P6 is now officially mothballed. Decision on use of the area will need to be made at some stage in the future. Kieran has invited the Minister of Education to the school, highlighting the need for additional classroom space due to roll growth, and noting that our students do not have other nearby alternatives.

Health & Safety

Nothing additional to report.

Discipline

Nothing to report

Sport

1. Good successes – 1st XV victory. Good results across the board.
2. Clarification requested re funds now being deposited (correctly) into school accounts having the GST deducted from fundraising amounts. Kieran to investigate and add to Finance and Property Committee if an issue.

Administration

Move 'that Yolande Lowe be the Returning Officer for the election of a Student Representative to the Board'

Kieran / John – Carried

Move 'that the Board move into Public Exclusion' at 8.04 pm

John / Kieran – Carried

Move 'that the Board move out of Public Exclusion' at 8.36pm

Kieran / Chrissie – Carried

Correspondence In:

Denise Grimmer – Refreshment Leave 2025

Darren van de Wetering – Leave Request

Formal Complaint

Investigation Letter

Correspondence Out: Keely Muller – Maternity Leave 2025

General

1. New tables turned up on last Friday of term. Still need to be bolted in place. Good feedback.
2. School lunch program 2025 – more information pending before end of year, however will be an online ordering system. No additional funding for staffing to heat / distribute the meals. Not possible for schools to use the funding for their own program. Current contracted staff have been notified.
3. Concept for extension of the gym was tabled.

Conall closed the meeting with prayer.

Items for next meeting

1. Add to agenda: Cultural audit considerations

Next Meeting **Monday 26th August @ 5.30 pm** Meeting Closed at 8.37pm