



Minutes of the Board Meeting

Held on Monday 10 May 2021

At Papamoa College, 151 Doncaster Drive, Papamoa

Present: Steve Lindsey, Geoff Bird, Paul Dunn, Jethro Le Roy, Whetu Rolleston, Shiv Thammallia, Sharon Macquarie (arrived at 7.04pm)
Guest: Claire Mulcahy

Not in attendance:

Apologies: Maddy Karauna

In Attendance: Kerri Turanga – Secretary

Meeting Opened: 6.01pm

Karakia

Guest Speaker: Science Curriculum Leader - Claire Mulcahy

Claire explained to the Board how the Science Curriculum works throughout the school over the various year levels. In the LMS they want to foster a love of science, UMS ensures students' learning is authentic and agentic - this year we have introduced 2 new science programmes at this level - Marine Studies and Learning through Sport. In Senior Science the focus is personalisation of learning. There are obvious challenges in the science area with space being one. Next steps are to continue to give students exciting experiences, create new opportunities within the Science area and to see what the proposed NCEA changes will mean for us.

Declaration of Interests

Confirmation of previous Board Minutes

Move that the above previous meetings minutes be accepted:

Moved: Jethro Le Roy

Seconded: Paul Dunn

Carried

Matters arising from previous minutes

Tsunami Response - Steve will write an update to the community for the Connect over the next few months.

Correspondence

Move that the correspondence be accepted:

Moved: Jethro Le Roy

Seconded: Geoff Bird

Carried

General Business

Monitoring

Principal's Report presented

Papamoa Kahui Ako

The Principals involved in this group have committed to meeting once a week to ensure the process of forming this group continues to develop well. Deputy Principal - Pip Tinning will work alongside Steve with this group.

2021 Annual Plan

The Board is happy with the May reporting update of the Annual Plan.

10YPP Tabled

This is Papamoa College's first 10YPP. The plan was discussed at the Property committee meeting. This is a normal process that all schools go through and the plan is constructed by the Ministry of Education who appoint a property consultancy to go through an assessment of the campus.

Paul Dunn is concerned that the money is allocated to be spent within one year, and would like to ensure if maintenance is needed in the future that the school can still do this.

Points to note:

- Every year there is a maintenance budget to continue to fix small issues that arise.
- Every five years the 10YPP is reviewed with another amount of 5YA money added.
- Property Manager will run the process of getting tenders, any large tenders will be collated and brought to the Property Committee for approval.
- Continued progress update reports will be presented to the Property Committee.

Motion that the Board accepts the 2021 10YPP as presented

Moved: Jethro Le Roy

Seconded: Sharon Macquarie

Move that the Board accept the Principal Report tabled

Moved: Steve Lindsey

Seconded: Whetu Rolleston

Carried

Finance Report

May Finance Report presented to the Board of Trustees

Move that the Board accepts the May Finance Report

Moved: Jethro Le Roy

Seconded: Sharon Macquarie

Motion Carried

Annual Work Plan | Month of May Agenda

Governance

Skills Review

Sharon has collated the Boards skills analysis form - this will be a great way to ensure the Board members are going to the right Professional Learning. Sharon will continue with this, and send out invitations for various learnings.

Action: Sharon Macquarie to provide a summary of the skills analysis information.

Action: Steve Lindsey to complete skills analysis form

Election of new member

The Board discussed the selection process - the Board will ask the skills analysis to be completed so the Board can make a decision. The Board would like to have community connection.

Action: Kerri Turanga will send out the skills analysis and request CVs. Once completed these will be put on the Board whiteboard for consideration.

Strategic Focus

Vision Values and strategic Objectives consult process

Steve Lindsey updated the Board where the SLT are up to with this. The SLT would like to present to the Board at the June meeting. It may also be good to have another session at some stage with Peter Legget to discuss the process moving forward.

Monitor & Review

Annual Plan Update - Completed above

Curriculum

Report from Science - Guest Speaker Claire Mulcahy - Curriculum Leader

Finance

Completed above

Property

Property Report - Report tabled

Policy Review

Paul Dunn, Geoff Bird and Jethro Le Roy will complete their governance reviews for the June meeting.

Action: Paul, Geoff and Jethro to complete their governance reviews by June meeting.

In Committee matters

IN-COMMITTEE RESOLUTION TO EXCLUDE PUBLIC

Moved that the public be excluded from the following parts of the proceeding of this meeting namely:

AGENDA

The general matter to be considered while the public is excluded, the reason for passing

resolution to each matter and the specific grounds under Section 48 (1) of the Local Government and Meeting Act 1987 for the passing of the resolution are as in 1 above.

Reason for passing resolution

To protect the privacy of natural persons and maintain conduct of public affairs.

Grounds under Section 48 (1) for passing resolution

Section 48 (1) (d)

Moved into Committee 7.48pm

Moved: Steve Lindsey
Seconded: Jethro Le Roy
Motion Carried

Moved out of Committee 8.00pm

Moved: Steve Lindsey
Seconded: Jethro Le Roy
Motion Carried

Action Points

Action: Sharon Macquarie to provide a summary of the skills analysis information.

Action: Steve Lindsey to complete skills analysis form

Action: Kerri Turanga will send out the skills analysis and request CVs. Once completed these will be put on the Board whiteboard for consideration.

Action: Paul, Geoff and Jethro to complete their governance reviews by June meeting.

Meeting Closed: 8.01pm

Next Meeting:

Tuesday 8 June 2021

Agenda items for next meeting:

Annual Work Plan for June

Confirmed:

Jethro Le Roy - Chairperson

Date:

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