

Minutes of the Board of Trustees Meeting
Held on Monday 25 November 2019
At Papamoa College, 151 Doncaster Drive, Papamoa

Present: Steve Lindsey, Geoff Bird, Paul Dunn, Shiv Thammallia, Jethro Le Roy, Rogan Long, Whetu Rolleston, Robynne Cabusao, Sharon Macquaire

Not in attendance:

Apologies:

In Attendance: Kerri Turanga – Secretary

Meeting Opened: 6.00pm

Selection of new Board Member:

The Board moves that Sharon Macquaire is selected as the new Board of Trustees Parent trustee. Welcome Sharon!

Moved: Jethro Le Roy

Seconded: Paul Dunn

Confirmation of previous minutes:

Moved: Jethro Le Roy

Seconded: Steve Lindsey

Carried

Inward Correspondence

NIL

Email Correspondence

NIL

Outward Correspondence

NIL

Information Documents

A NZSTA

B Education Gazette

Correspondence accepted

Moved: Jethro Le Roy

Seconded: Steve Lindsey

Carried

General Business

Monitoring

Principal's Report presented

Leadership Structure Review

As a result of roll growth and the 2020 staffing entitlement there is the option of employing an additional senior leader possibly in an Associate Principal roll. When the school roll reaches a certain level it enables additional staffing for leadership. We have for some time been discussing the future role and structure of leadership as we grow. While additional leadership doesn't have to be in the form of an Associate Principal, Steve is signalling to the

Board that we will be looking to expand the Senior Leadership Team in some way. A clearer sense of where we will head will be developed early next year. This is a great opportunity to look at what leadership is needed now and in the future.

The Board are excited by this and would like to have the strategic plan in place to help in selecting the right person when the time comes.

Collective Vision

Whetu Rolleston asked about the schools collective/shared vision. Steve explained the school does have a vision, also that we have four values that are focussed on one per term, employability skills and learner/graduate profile.

Education Conversation

Steve Lindsey spoke to the Board about what he believes the effects of this tomorrow's schools review will have on our system. There will be some really good things to come out of this and some that proves challenging. The Ministry of Education are looking at an 18 - 24 months process.

Principal's Report tabled
Moved: Whetu Rolleston
Seconded: Jethro Le Roy
Carried

EOTC

The board discussed the process of EOTC and the Board needing to approve

The Board discussed that the EOTC Operational Policy be amended to state that the Board no longer needs to approve/sign EOTC trips but can just be notified of the trips going out and the health & safety risk etc as the Board still has ultimate liability. This will take effect after the Board of Trustees have reviewed and are happy with the complete EOTC process.

Next steps once process is reviewed:

- EOTC Operational Policy be amended
- Removal of BOT approval area on the EOTC forms
- Recognised the delegated authority to the Principal to act on behalf of the Board of Trustees in regards to EOTC - On the proviso that the Principal has got robust processes in place
- EOTC process occasionally spot checked by a member of the Board of Trustees

Current EOTC Trips

Future Young New Zealanders - 16 - 18 March 2020 (Onboard NZ Sailing Trust Yacht)

Whareroa Noho Marae - 13 - 14 February 2020 (Whareroa Marae)

UMS Commons Based Camps 13 - 14 February 2020 (Redwood Valley Farms, Paengaroa)

All EOTC Trips above are approved by the Board of Trustees

Moved: Jethro Le Roy
Seconded: Robynne Cabusao
Carried

Finance Report

October Finance Report presented to the Board of Trustees

Board Motion: That a grant application to Infinity Foundation for \$5138 be submitted. This is for 11 student leaders to participate in sailing on one of Sir Peter Blake's historic Round the World vessels, through NZ Sailing Trust. This event will take place in March 2020.

Moved: Shiv Thammallia

Seconded: Robynne Cabasauo

Carried

Board members have been reminded to complete their pay forms if they wish to be paid for their meetings.

The 2020 Draft Budget is still being worked on and the first cut has been done. This process will continue.

October Finance Report tabled

Moved: Shiv Thammallia

Seconded: Robynne Cabasauo

Carried

General Business

Student Achievement Update

The results are still coming through and student achievement results will be available at the first meeting of 2020.

Staff Wellness

Jethro Le Roy spoke about wanting the staff to flourish and the Board to make a policy looking forward. Sharon Macquaire suggests that policy is perhaps not the place to start.

Geoff Bird feels that the staff survey completed last time was not useful as it was too broad and not targeted, it really just gave the staff a chance to vent. It needs to be effective and looking at raising student achievement as that is what the Board is here to do.

It was suggested that the Board needs to be more specific and with purpose. What are we trying to measure? Wellness could be a great place to start, connecting it to our values.

Steve Lindsey asked the Board to think about what are the important things. The Board need to choose some important areas of focus and then drill down on this. This will in turn create conversations. Wellness and support for staff is a good place to start. Keep it relatively narrow.

Sharon Macquaire suggested that the Board could include this in the strategic plan.

NZSTA

Jethro Le Roy suggests that the Board as a collective attend the Board of Trustees Conference. This is in July 2020. Board agrees.

Board Dinner Reminder

Date for the Board Dinner has been booked for 1 December 2019. It is at Salinity Restaurant.

In Committee matters

IN-COMMITTEE RESOLUTION TO EXCLUDE PUBLIC

Moved that the public be excluded from the following parts of the proceedings 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 8.25pm

Moved out of Committee 8.31pm

Meeting Closed: 8.32pm

Next Meeting:

TBC

Agenda items for next meeting:

Delegations

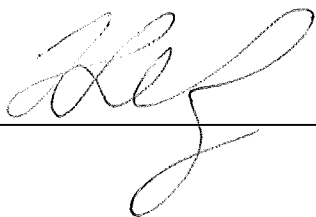
EOTC Process

Student Achievement

Annual Plan

Staff Wellness/what are the Important things?

Confirmed:



Date: 24/02/2020
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