



Minutes of the Board of Trustees Meeting

Held on Monday 25 May 2020
At Papamoa College, 151 Doncaster Drive, Papamoa

Present: Steve Lindsey, Geoff Bird, Paul Dunn, Shiv Thammallia, Jethro Le Roy, Rogan Long, Whetu Rolleston, Sharon Macquaire, Robynne Cabusao (arrived at 6.19pm)

Not in attendance:

Apologies:

In Attendance: Kerri Turanga – Secretary

Meeting Opened: 6.07pm

The Board Chair acknowledges and thanks the Principal for the amount of work that he has done with COVID-19.

The Board would like to supply morning tea for the Staff as a thank you for all the COVID-19 period. The Board will try to be in attendance. **Action:** Kerri Turanga to organise for Friday 29 May using a local business.

Declaration of Interests Nil

Confirmation of previous Board Minutes

The meeting minutes held on Monday 20 April 2020 are approved by the Board.

Moved: Jethro Le Roy

Seconded: Sharon Macquaire

Carried

COVID-19

The Board has been kept updated via emails from the Principal over the COVID-19 period. Attendance rate for the first week back at school was at a pleasing 90%. NCEA dates have been pushed back to allow students extra time. The school is focused to ensure students have what they need to continue and complete this year well including the 2020 leavers, trades academy students and any underachievers will be a target group. Work has already begun to assess where students are at after the lockdown period, and parents will shortly receive a brief progress report and then will be offered parent/student conferences on a dedicated day.

General Business

Monitoring

Principal's Report presented

Maori Student Learning

The Board Chair questioned the Maori Student Learning report and why the Maori Student Achievement Data was not reported.

The conversation covered that although the programs like Tama Tu Tama Ora, Hapai Rangitahi and Whangai were very good for small target groups the overall Maori achievement was down. The Board wants a way forward and questions what the school is doing to raise overall Maori student achievement.

The Board Chair also had questions around the process of appointment of the new Te Reo Maori Curriculum & Kaupapa Leader, and how that was undertaken.

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 6.42pm

Moved out of Committee 6.55pm

Moved: Steve Lindsey

Seconded: Geoff Bird

Motion Carried

The term 'critical mass of staff' was questioned and the meaning of who has sufficient cultural competency and a commitment to further develop kaupapa Maori for the school questioned.

The Board is concerned about the Maori Student achievement statistics. They would like to know what measures are in place to know what programmes work. The Board wants a way forward and questions what the school is doing to raise Maori student achievement.

The school needs to actively encourage more Maori teachers at Papamoa College. The Board feels Nga Potiki and other external agencies should also be more involved.

Principal explained the report was intended to be an overview and acknowledged the school needs to create a landscape and an environment to encourage and embrace Maori Learning Students.

Campus Development Update

The Board discussed Campus Development progress and is upset and concerned that the Campus Development is still at a stand still. They would like to get behind the Principal and share this load.

The Board have formed a Campus Development Committee - members will be Shiv Thammallia, Paul Dunn and Steve Lindsey. The committee will ensure there is a term of reference.

The Board Chair wants this committee to write a strongly worded letter to the new National MP. Committee agrees the Principal will construct this letter for the Board's approval.

Action: *Principal to write a letter for the Board's approval.*

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

Finance Report

April Finance Report presented to the Board of Trustees

Infinity Foundation and Sailing Trust

The Board discussed the request from Infinity Foundation to repay the donated funds as the trip did not go ahead due to weather/COVID-19. They agreed to send a letter explaining that we have used the money on what it was intended for and when it is repaid to the School by the Sailing Trust, we will pass this on to Infinity Foundation. **Action:** Business Manager to write a letter on behalf of the Board explaining the Board's decision.

2019 Annual Report

The Board discussed the deficit in the 2019 Annual Report.

If the Board has any further questions please put them forward to the Finance Committee.

Motion: The Board accepts the 2019 Annual Report
Moved: Jethro Le Roy
Seconded: Shiv Thammaillia
Carried

April Finance Report tabled
Moved: Jethro Le Roy
Seconded: Shiv Thammallia
Carried

Strategic Plan

The Board discussed the strategic plan and agreed it is looking good. They would like to see the addition of timelines and target dates on key objectives such as:

- Improving Maori Student Achievement
- Developing Culturally Responsive Teaching

It was also suggested to include the student achievements with a measure.

Motin: The Annual Plan is approved by the Board and will be sent to the Ministry of Education. The additions discussed will be submitted to the Board at the next meeting.

Moved: Jethro Le Roy

Seconded: Sharon Macquaire

Motion Carried

Governance Review

The Principal Appraisal Policy has now been reviewed.

Sharon Macquaire will delegate out to the Board members the remaining policies for review.

Staff Wellness

The Board discussed the proposed questions for the staff wellness survey. They agree this is a starting point. The Board requests the NZCER survey be resent to them so they can re-look at the standard survey questions asked.

Action: Kerri Turanga will resend the NZCER survey back out to the Board via email.

In Committee matters

IN-COMMITTEE RESOLUTION TO EXCLUDE PUBLIC

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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 8.10pm

Moved out of Committee 8.31pm

Moved: Steve Lindsey

Seconded: Jethro Le Roy

Motion Carried

Action

Morning Tea: Kerri Turanga to organise the Board of Trustees Morning Tea shout for the staff on Friday 29 May 2020.

Campus Development: Principal to write a letter for the Board to approve.

Staff wellness: Kerri Turanga to re-send the NZCER survey to the Board

Finance Report: Business Manager - Jenny Hardwicke to write a letter on behalf of the Board explaining the Board's decision.

Meeting Closed: 8.35pm

Next Meeting:

Monday 22 June 2020

Agenda items for next meeting:

Senior School Report from Deputy Principal

Budget

Report on where we are at regarding students leaving

Maori Student Achievement

Confirmed:

Jethro Le Roy - Chairperson

Date:

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