



Minutes of the Board of Trustees Meeting
Held on Monday 22 June 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

Not in attendance:

Apologies:

In Attendance: Kerri Turanga – Secretary

Meeting Opened: 6.02pm

Whetu Rolleston explained the Karakia for the Board.

Declaration of Interests Nil

Guest Speaker: Dave Ballard - Deputy Principal - Senior School

Dave Ballard summarised for the Board the Level 1 NCEA Results 2019 document. There are many reasons for the significantly lower NCEA L1 pass rates. Including students' personal situations, relationships with teachers, limited learning needs support, certain subjects have had lower success rates, DVC, Social Science, Mathematics and Materials Technology.

Several remediations have been put in place, such as Literacy becoming a focus for this year across the curriculum. Staff are having extra Professional Learning in the areas of Literacy and cultural competency and Maths area have put in personalised learning plans for each Y11 student.

Regular pathway interviews need to be done and recorded with students, the Board suggested that the Admin teacher have a set few questions that could be asked to students which would then give the data required.

Sharon Macquaire would like to thank Dave Ballard on the work that has been done with the Future Focus programme and would be keen to hear more about this and recommends for the Board to support this as it is a fantastic programme.

Confirmation of previous Board Minutes

Moved that the meeting minutes held on Monday 25 May 2020 be approved by the Board.

Moved: Robynne Cabusao

Seconded: Geoff Bird

Carried

General Business

Monitoring

Principal's Report presented

Resignation received from Belinda Develter - Deputy Principal. The appointment process will take place shortly.

The future structure of the Senior Leadership Team was discussed and what it may look like moving forward. The Board suggested perhaps looking at a focus on curriculum areas ie Literacy from Y7 - Y13 instead of a DP in charge of year levels could be something to consider.

Maori Student Learning

Steve Lindsey presented the updated Maori Student Learning report.

Student Leavers Update

Steve Lindsey presented the updated Student Leavers Report. He spoke about the learning programmes in the Upper Middle School that will come into effect in 2021. The learning progression needs to be addressed and Learning through Sport is currently in Y7 & Y8 and this will now be continued into Y9 & Y10. Learning through Performing Arts will also be introduced in Y9.

This will be strongly communicated to the community.

Connection with Contributing Schools

The growing connection between the contributing schools continues with the Principals of the contributing school holding zoom meetings during lockdown to support each other.

There is also a possibility of a learning Support cluster between Papamoa School.

Moved that the Principal's Report be accepted

Moved: Steve Lindsey

Seconded: Whetu Rolleston

Carried

Finance Report

May Finance Report presented to the Board of Trustees

Infinity Foundation and Sailing Trust

The Board discussed the request from the Finance Committee from Infinity Foundation to repay the donated funds as the trip did not go ahead due to weather/COVID-19.

Motion: *The Board will pay the \$5000.00 to the Infinity Trust.*

Moved: Jethro Le Roy

Seconded: Shiv Thammaillia

Motion Carried

The Board discussed the SIP Funding and what this is used for.

In future the Board would like the Income that is showing as not received from the 'Other Government Grants' and the 'Other MOE Grants' be included in the 'Notes for Income for Month' section.

Moved that the May Finance Report be accepted

Moved: Jethro Le Roy

Seconded: Whetu Rolleston

Carried

Budget

The 2020 Midyear revised budget was presented to the Board. The Board requests that it would be good to have notes on any revisions.

The Board discussed the option of the service provider supplying a summary report for the Budget and quarterly. This would come at an additional cost, the Board may continue to explore this option.

Motion: *The Board approves the revised Mid Year 2020 Budget*

Moved: Jethro Le Roy

Seconded: Sharon Macquaire

Motion Carried

2020 Annual Plan

The Board is happy with the 2020 Annual Plan and with the amendments that have been made. Updates on the Annual Plan to be regularly reviewed and reported to the Board.

Governance Review

Sharon Macquaire presented the Proposed Governance Policy Review Schedule for 2020. The Board are happy to adopt this schedule and will review the Governance Manual online via google doc, then any recommendations of changes can be discussed and ratified at the subsequent Board meetings.

Action: *Kerri Turanga will send the Governance Manual to the Board as a Google Doc.*

Staff Wellness

The Board discussed the 7 proposed questions for the staff wellness survey.

The Board decided to replace the following question - 'Are the leadership team approachable and open to new ideas?' With the following: 'Where do you see the strengths of the leadership?'

They would also like to add the following 3 questions:

How could the school improve Maori Student Achievement?

How could the school improve L1, L2 and L3 NCEA student achievement?

What are you most proud of at Papamoa College?

Action: *Jethro LeRoy will set up and send out the staff wellness survey to staff this term.*

Motion: *To accept the presented questions as written for the staff wellness survey*

For - 8 / Against - 1

Moved: Jethro Le Roy

Seconded: Sharon Macquaire

Motion Carried

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 8.30pm

Moved out of Committee 8.32pm

Moved: Steve Lindsey
Seconded: Jethro Le Roy
Motion Carried

Action Points

Action: Kerri Turanga will send the Governance Manual to the Board as a Google Doc.

Action: Jethro LeRoy will set up and send out the staff wellness survey to staff this term.

Meeting Closed: 8.33pm

Next Meeting:

Monday 27 July 2020

Agenda items for next meeting:

Guest Speaker: Belinda Develter - UMS Deputy Principal

Out of Zone Enrolments

Student Achievement - other ethnicity

Confirmed:

Jethro Le Roy - Chairperson

Date:

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