



Minutes of the Board Meeting
Held on Tuesday 8 February 2022
At Papamoa College, 151 Doncaster Drive, Papamoa

Present: Pere Durie, Paul Dunn, Jethro Le Roy, Whetu Rolleston, Phil O'Reilly, Geoff Bird, Shiv Thammallia, James Long

Not in attendance:

Apologies: Ngākohe Pāpumi

In Attendance: Kerri Turanga | Secretary

Meeting Opened: 6.03pm

Karakia

Declaration of Interests NIL

Nominations for Board Chair: Jethro Le Roy - duly elected all in favour

Nominations for Deputy Chair: Whetu Rolleston - duly elected all in favour

Delegated Authority for Discipline Committee

Motion: Jethro Le Roy Seconded: Geoff Bird

The members of the Discipline Committee shall be all members of the board except the principal with a quorum of three. That the Disciplinary Committee members mentioned herein are delegated authority to implement the Board's Disciplinary Committee Terms of Reference, as outlined in the Board's Governance Manual.

Delegated Authority for Associate/Deputy Principal

That the Board directs that, except where the Board, as its discretion, otherwise determines, a Associate/Deputy Principal shall, in the absence of the Principal from duty for periods not exceeding two weeks and for the full period or periods of such absence, perform all the duties and powers of the Principal.

Moved: Jethro Le Roy
Seconded: Geoff Bird
Carried

Delegated Authority for Finance Committee

Motion: Jethro Leroy Seconded: Whetu Rolleston

The members of the Finance Committee shall be: Geoff Bird, Paul Dunn, Pere Durie, Mandy Brown. That the Finance Committee members mentioned herein are delegated authority to implement the Board's Finance Committee Terms of Reference, as outlined in the Board's Governance Manual.

Move that the Delegated Authorities listed above be accepted:

Moved: Jethro Le Roy

Seconded: Geoff Bird

Carried

Board Secretary

Kerri Turanga has been appointed as the Board Secretary moving forward.

Moved: Pere Durie

Seconded: Whetu Rolleston

Carried

Confirmation of previous Board Minutes

Move that the previous meetings minutes be accepted:

Moved: Geoff Bird

Seconded: Jethro Le Roy

Carried

Matters arising from previous minutes

Nil

Correspondence

Inward

Email

Resignation from Board Member - Sharon Macquarie

Outward

Reply to Sharon Macquarie

Move that the correspondence be accepted:

Moved: Jethro Le Roy

Seconded: Sharon Macquarie

Carried

General Business

Principals Appointment

The Principals job has been advertised in the NZ Gazette on 7 & 28 February 2022.

Timeline for the appointment process is as follows:

Applications close | Monday 14 March 2022

Referees report close | Monday 21 March 2022

Shortlisting | Monday 28 March 2022

Interviews | Saturday 30 April 2022
School visits if required | Wednesday 4 May 2022
Position Starts | Monday 25 July 2022 (Term 3)

Board Elections

Board nominated Kerri Turanga as the Returning Officer for upcoming Parent Elections in September 2022.

Board moved Kerri Turanga is the Returning Officer for the 2022 Elections

Moved: Jethro Le Roy

Seconded: Whetu Rolleston

Carried

2022 Board Meeting Dates

The Board is happy with the draft scheduled board meeting dates (as below) - with the addition of Tuesday 25 October 2022

Tuesday 8 February 2022

Monday 21 March 2022

April | Term Break

Monday 16 May 2022

Monday 20 June 2022

July | Term Break

Monday 22 August 2022

Monday 19 September 2022

October | Term Break

Tuesday 25 October 2022

Monday 21 November

Monitoring

Principal's Report presented

Impact on the start of year with the Covid Red Traffic Light system - staff and students have responded well with the restrictions at this level.

There are congested class sizes in some areas in the senior school at the moment due to increased student numbers. The timetable team has been working hard to address this.

NCEA results are poor - Pere Durie explained the breakdown of results, overall, ethnicity, gender etc. The results are too low and need to be addressed.

The Senior Leadership team have/will developed strategies and changes that will help a shift in the engagement in learning. Some that have already been implemented are, semesters are now in place and a wider subject choice, shorter blocks (75mins - this is to help with engagement). The SLT will continue to work on this and it will be a basis to the 2022 Annual Plan.

Pere encourages the Board to support the school with changes that may be necessary to increase student engagement and overall achievement.

The Board would like the Senior Leadership Team to report back at the March meeting around the strategies that have been implemented to shift the engagement in learning.

School Culture

This was a focus on the staff only day on Friday 28 January 2022. Discussions around who we are as an organisation and learning around a historical overview of the Pāpāmoa region, connection with Nga Potiki and the land.

A snapshot of the Q12 Staff Engagement Survey was also discussed with staff.

Property

The relocatable buildings have been delayed until 28 February 2022. This has once again impacted on our current teaching space and is not ideal.

SIP

The money allocated to develop the designated 'property compound' isn't enough to complete it, leaving it unusable. Pere Durie and the Campus team have looked at using these funds for fencing the school boundary on the Gordon spratt side.

Board moved the SIP money is reallocated to fencing the school boundary

Moved: Jethro Le Roy

Seconded: Paul Dunn

Carried

Move that the Board accept the Principal Report tabled

Moved: Jethro Le Roy

Seconded: Geoff Bird

Carried

Finance Report

Finance Report presented to the Board

Capital Expenditure

The Board approves the capital expenditure requests as listed in the Finance Committee February Minutes regarding purchase of IT.

Move that the Board accept the Capital expenditure requests

Moved: Jethro Le Roy

Seconded: Whetu Rolleston

Carried

2022 Budget

Motion that the Board approves the 2022 Budget with a surplus of \$22,521.00

Moved: Jethro Le Roy

Seconded: Shiv Thammallia

Carried

Funding Application

Board Resolution

That a funding application to Grassroot be submitted.

This is for the Papamoa College to send 50 students to attend the Summer Tournament in March 2022

Moved: Jethro Le Roy
Seconded: Shiv Thammallia
Carried

Move that the Board accept the February Finance Report tabled

Moved: Jethro Le Roy
Seconded: Shiv Thammallia
Carried

Co Option

The Board agrees to co-opt another Nga potiki representative - Ngākohe Pāpumi co-opted until the end of current election term (September 2022).

Action: Kerri Turanga to formalise this with a letter.

Action Points

Action: Kerri Turanga to formalise the co-option of Ngākohe Pāpumi with a letter.

Meeting Closed: 8.12pm

Next Meeting:

Monday 21 March 2022

Agenda items for next meeting:

Discuss the Board Elections and the continuity of the Board
SLT to present to the Board around student engagement strategies

Confirmed:

Jethro Le Roy - Chairperson

Date:

..... / /