



Minutes of the Board Meeting
Held on Monday 21 August 2023
At Papamoa College, 151 Doncaster Drive, Papamoa

Present: Iva Ropati, Matthew Isbister, Samantha Billett, Jason Price, Jenna Mackay, Abbie Jacob, Pere Durie, Whetu Rolleston, Moira Lomas

Not in attendance:

Apologies: Clarke Raymond

In Attendance: Kerri Turanga | Secretary

Meeting Opened: 6.01pm

Karakia

Declaration of Interests NIL

Confirmation of previous Board Minutes

Move that the previous meetings minutes be accepted:

Moved: Jason Price

Seconded: Jenna Mackay

Carried

Matters arising from previous minutes

EOTC from previous minutes - will be discussed with the rest of the EOTC.

Correspondence

Inward

Reply letter from the Minister

Move that the correspondence be accepted:

Moved: Jason Price

Seconded: Whetu Rolleston

Carried

Board Training

NZSTA Conference - 20 July - no Board members attended this.

Monitoring

Principal's Report presented and tabled

Iva Ropati presented the findings of the Mobile phones inquiry process. We have accepted that mobile phones are a distraction in the classroom. It is not definitively linked to student achievement, but definitely impacts on student engagement within the classroom. The Senior Leadership Team have considered the potential models for this, and recommend that a ban of mobile phones during class time begins term 4. This allows the rest of term 3 to

communicate with staff, parents and students, and to ensure a comprehensive process for discipline.

If students that are using their phone (due to hardship) instead of another BYOD device, the school will be able to help support these students.

The Board believes that the implementation of the ban (model 3) should be rolled out and at the end of the year that the parent community are surveyed to inform any next steps (if required).

Move that the Board accept the Mobile Phone Policy recommended

Moved: Sam Billet

Seconded: Jenna Mackay

Carried

Iva Ropati summarised the Curriculum Leaders Annual Report timeline and outcomes. If the Board has any further feedback or recommendations please contact Iva directly.

Move that the Board accept the Principal Report tabled

Moved: Jason Price

Seconded: Sam Billet

Carried

EOTC Trips for Board Approval

The Board questioned the EOTC from the last meeting - Pere Durie ensured the Board the paperwork was completed fully.

The Board wants to ensure that the EOTC process is tight.

The Board wants to ensure that any Health and Safety needs are met and any changes to regulations are amended as and when required.

Badminton 27-31 August

Moved: Matt Isbister | **Seconded:** Sam Billett | **Carried**

Snow Camp 6 -8 September

Moved: Jason Price | **Seconded:** Jenna Mackay | **Carried**

Y13 Trip

Agreed in principle via email with further information being sent to Board

Moved: Matt Isbister | **Seconded:** Sam Billett | **Carried**

Move that the EOTC Trips above are approved:

Moved: Jason Price

Seconded: Jenna Mackay

Carried

Finance & Property Report

The school is in very good shape.

Highlights are one new van has already been received and one is yet to come.

Large number of international students enquiries coming through. We have also formed partnerships with Te Akau Ki Primary and Pāpāmoa Primary.

Move that the Board accept the Finance & Property Report tabled

Moved: Matt Isbister

Seconded: Sam Billett

Carried

Policy Review

Policies the Board reviewed:

- *Assessment Policy*
Moved | Matt Isbister **Seconded** | Jenna Mackay **Carried**
- *Email Communication Policy - addition of the staff picture to the profile icon*
Moved | Moira Lomas **Seconded** | Jason Price **Carried**

Move that the Board accept the Policies above are approved with the addition above

Moved: Matt Isbister

Seconded: Jason Price

Carried

General Business

Out of Zone Enrolments

Recommendation is 50 spaces are allocated for out of zone enrolments | 30 at Year 7 and 20 spaces across the other year levels.

Move that the Board accepts the recommended 50 spaces for out of zone

Moved: Jason Price

Seconded: Matt Isbister

Carried

Code of Conduct

New Code of Conduct is approved with the suggested additions from the previous code of conduct as presented.

Move that the Board accepts the recommended new code of conduct with the additions

Moved: Jason Price

Seconded: Whetu Rolleston

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 7.32pm

Moved: Whetu Rolleston

Seconded: Sam Billett

Carried

Moved out of Committee 8.45pm

Moved: Moira Lomas

Seconded: Jason Price

Carried

Meeting Closed: 8.47pm

Next Meeting:

Monday 18 September 2023

Confirmed:

Clarke Raymond - Chairperson

Date:

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