

Present

Steve McCracken, Ian MacLeod, Craig Caminos, Tim Davis, Derek Middleton, Ben Creevey, Heidi Parlane, Jessica Washer, Charlotte Jones, Marina Vaha

In Attendance

Caroline Butland (Minute Secretary), DP Graeme Williams, HoL Rhys Hodson, visitors Kat Porter and Dan Barrett

1. Karakia – Derek

2. Opening from the Principal

3. Apologies BJ Wilson - Ian advised the Board that BJ has tendered her resignation due to personal reasons.

Conflict of Interest Nil

4. Curriculum

Rhys Hodson, Head of Learning - Science highlighted points in his faculty report which had already been shared with the Board in the Agenda. Rhys emphasised the importance of exams in Science as they use these and see success. Exams are used at tertiary institutions so it is good practice for learners to be exposed to these at school. Consider the needs and hauora of learners who are anxious and equip them with the correct tools. School is a safe place for learners to experience anxiety and realise that it's part of life. Build up and support on how to study and what to do in an exam is key. It could be as simple as calling a 'test' an exam. An early approach in small increments building in intensity is a great idea and it also supports their resilience development, dealing with small failures, learning from them and using them to improve themselves going forward. More Deans at junior levels could support learners' attendance, learning, hauora and also staff hauora.

ACTION: Steve - external exams and the view learners have around it, other faculties have a different view - Jason and Graeme are looking at higher level, L3 and looking backwards.

New L1 - could we include exams? Additional to action plan - ready by early Term 3.

5. Previous Minutes

Minutes from the February meeting have been approved as true and correct.

Moved: Ian MacLeod

Second: Steve McCracken

Carried

Matters arising that are not in Review of Actions:

- Learners not getting first choice of subject: 75-80% of learners got their first or second choice in L2 or L3. Farnet - some have gone back to choose different subjects - see Principal's report
- Work started in policy committee
- PD framework for BoT - Ian sent out info via Slack

6. Decisions / Resolutions:

Principal's Report

Rostering home due to Covid is going well, 26 periods of relief were used today. We are communicating to the community tomorrow that we're rostering home next week.

Attendance is down - schools in South Auckland have 30% attendance - we're about where other schools on North Shore and local schools are at.

Many are choosing home schooling - this has an impact in terms of finance, property, resourcing etc. The school roll is related to funding so it may have implications.

PPTA - likely more interruptions ahead due to pay negotiations.

Pastoral care - Year 8 in particular are the most challenging year group - supports are in place. A small group will meet with Steve to have a chat. Year 8 not having a home room - is that linked to the issues?

In Term 2 we will review what we're doing in preparation for 2023 eg: how we deliver and do pastoral care, why Year 7-10's stay in the same Rōpū Whānau etc. We'll be able to track issues through the Ora App.

NCEA results - there's a downward trend from last year and we're awaiting the final report.

Reports have gone out - there were issues with Android phones, we're working on that.

SLT and Exec teams acknowledged for the extra work put in in these unprecedented times.

Jason is back full time and doing well.

BOT Action Plan

The status on the Strategy is coded on the document.

Completed PLD on Mātauranga Māori and how to improve cultural competency.

We touched base with local Marae THWoO. We have not yet formalised actions but will do later this term. There will be work for the policy committee.

The Ora App is going well with trial class, 5 more classes joined last week. It's giving us good data.

Through the use of the App we've been able to track a learner and the counselling staff stepped in.

Truancy - we're getting back to parents.

Y7 progress started - will continue when Davina starts.

Hauora - device dependence during breaks - great initiative for mindfulness, hauora etc.

Cristian - Technology & Innovation - great addition to our team.

Continue to communicate rules, regulations, guidelines etc to our community and follow through during assemblies etc.

The move to Google is challenging for some staff but we're working through this and offering PLD.

Learner pathways - Graeme and Lisa are looking at goals - on track to be completed by end of Term 1 - especially for senior learners. Both met with local businesses and forming a plan for the connections Scholarship program starting in Term 2.

UE discussions have started with kaiārahi.

Shakespeare Park - we've started having conversation and are also having conversations with HoL's - Ian has contact for Navy Base at Army Bay - will initiate contact then will communicate what we want from them.

Sustainability - what will that look like for curriculum moving forward

Donations - the finalising of refunds from last year is sorted, we'll then communicate with our community from Ian - Board Chair.

Fields and use of resources - we're waiting for Covid before opening up.

The Business plan is underway with our Alumni.

Learner voice - harness innovation and technology - we want to be sure that we are keeping the learners at the forefront of the changes and getting their input. The Learner Council is being revamped.

This year, the Head Prefects and Jess are attending SLT meetings so we hear first hand representation of learner voice.

Enhanced funding and - no pay no participation - we have to be careful if curriculum related expense, we can't limit their access. School Ball - can be discussed at the finance committee.

Local business and tertiary providers - Penlink want to involve the school - we've connected with them. Strategic objective Te Tiriti o Waitangi is central to all we do - MoE and NZSTA have a review tool for the Board to ensure that we are delivering everything that we should be. Hautū tool - Ian would like a couple of board members to review using that tool and report to the April meeting.

ACTION: Steve and Marina to meet

Status codes, we're on track to where we expected to be. Red, amber, green - according to the plan. We'll monitor these through the year.

Board Health & Safety committee - proposal to date

Proposal from Ian that the Board take a greater governance status around H&S - we've previously fallen from governance to management. As a board, we are not getting the H&S info from the school to understand whether all the H&S requirements are being met by a governance point of view. The Board H&S committee or a Board H&S Rep needs to ensure they're getting the required info.

It is the responsibility of the Board to ensure that the H&S Act is being followed - a working group (Ian, Heidi, Charlotte, Tim, Marina, Steve) will report to the Board and find out what the Board want.

ACTION - Ian to send a meeting invite.

Board Election date

Board election date 7 September 2022, Caroline will be our returning officer.

Grant request

Community Ball - we are applying for a \$10k grant to Auckland Council - Hibiscus and Bays Local Grant. We are getting quotes to support our grant.

Ian recommends we approve this grant - all in favour - Ian to print, sign and send to Caroline
Suggested date change to 3 September.

7. BOT Workplan

Innovation and Technology - we're waiting for Cristian to join us for some of the items. Phones - part of the pastoral care system - we need to ensure they're used in an appropriate way. Jess' feedback is that the message has been consistent with all her teachers and teachers have been stricter.

Expectations have been clearly and widely publicised. They're mentioned at most staff meetings and reinforced. Hearing expectations from the SLT helps.

BPRAG & learner voice - we've started BPRAG and the group is made up of current learners, staff, past learners, a community member and a DP. The group is enthusiastic and wants to do better for the school. Ethnic, gender diversity, learners who struggle to access the curriculum - we are unsure of including the high end learners.

Our move to Google has been a challenge for some, others have really enjoyed it.

Data is sitting in the background which will be sorted once Cristian is with us.

Only 1 faculty is not using Google Classrooms - they've been given one year's grace to move to Google next year.

Curriculum Delivery & Learner Assessment

Reports have been taken as read. Ensuring curriculum delivery is in line with NZC - how can we deliver our curriculum to be more robust? The team looked at the Curriculum Delivery and Learner Assessment Policy.

Learners with learning needs -. Great to have Wairau Valley Special School (WVSS) onsite but as some of our high needs learners are now going to WVSS our funding has reduced overall. This is the 3rd time that this paper has been presented and it is still considered to lack sufficient information on exactly what is not able to be delivered and what is required from the board 1st time was declined by SM, 2nd time went to the Finance committee where it was again declined due to a lack of clear information - Steve recommended it be declined again. The area has a level of complacency around admin and there appear to be a number of non core activities being undertaken by the funded staff. The report contained lots of generalities and little specifics on what could not be delivered for our enrolled high needs learners with this year's funding, and the impact of these changes in level of activity.

The board agreed that any reduced level of resources can't be allowed to impact the learners via lack of reader/writers, Teacher Aides etc. Learners need this support.

It was pointed out that MoE funding has reduced due to a reduced number of categorised high needs learners. For the high needs learners we do have, we feel we are providing the level of support required. Robust conversations are needed with the DP and SENCO to understand exactly what is needed. The team needs tightening up and to improve their efficiency but learners need to be looked after in the meantime.

ACTION: Steve - What is the interim strategy rather than longer term strategy. Steve to provide surety that learners are being taken care of. Work out if there is actually a need. Any learner who has a need that we can attend to, a week turnaround can be communicated via Slack.

There may still need to be additional board funding. How can we fund an electronic sign rather than additional teacher aides?

EOTC review - Gary has updated the way we do EOTC - makes it more streamline for forms and procedures and ensures a review process. Online system, checking process. Lead by Education Outdoors NZ and Education Training Act - how EOTC operates now.

Staffing - the document linked into the agenda was explained.

Counselling team - Board allocated more resources to the Counselling team. Kim and the 3 new counsellors on the doc, plus one on a Friday. On target for our rations. Additional to this - we have student placement counsellors - undergrads are doing a day a week each. This is good for wellbeing and the Hauora of the school.

The Board process requirements - we need to publish a draft board manual.

8. Information / Risk

Finance – The Indo App has gone live. KAMAR to Kindo before sending out reminders for donations, what they're used for etc. We've seen a huge improvement in the reduction of administration through the use of Kindo. Done what we hoped it would do to the workload.

2 weeks in - we had received more payments/donations than this time last year.

Property and H&S - Roadsign - Canon helping with knowledge. Ricoh are also quoting.

Leak - talking to local companies to replace pipe and fix it.

Master Plan - stage 1 under way for expansion of the school. Ensuring it's aligned with the strategic plan we have eg: trades academy, science block, space to run around and keep fit etc.

Ready to drive forward with the vision.

Moved into Committee at 8.52 pm for the Discipline and Personnel updates.

Out at 9.12 pm.

Motion: *"That under section 47 (1) (d) of the Local Government Official Information and Meetings Act that the public be excluded from the following part of the meeting. The Board wishes to discuss the matter in private as it involves the privacy of students/staff."*

9. Closing

Next meeting Wednesday 20 April 2022

Farewell for BJ will be combined in September for all Board members, prior to elections. BJ is happy to advise and be consulted when necessary.

10. Karakia Derek

Meeting Closed at 9.20 pm

Ian MacLeod, Chair _____

Next Business meeting

Wednesday 18 May 2022 at 6.30 pm