

BOARD AGENDA

Wednesday, 15 May 2024, 6:30pm
Whangaparāoa College Boardroom



WHANGAPARĀOA COLLEGE
Together Believe Achieve Ngātahi Whakapono Tutuki

Present: Craig Caminos (CC), Ben Creevy (BC), Tim Davis (TD), Sam Ereckson (SE), Charlotte Jones (CJ), Ian MacLeod (IM), Steve McCracken (MCR), Derek Middleton (DM), Kat Porter (KP), Charlie Teviotdale (CT), Marina Vaha (MV)

Apologies: Josh Sanford (JS)

In Attendance: Rachel Boyd (Board Secretary), Rob Carty (SENCo)

Agenda Item		Action
1	Opening Karakia	
	Meeting opened at 6:33pm	
2	Opening from the Chair	
	Board Chair outlined the points the Board had requested from the Learning Support report.	
3	Faculty Reports	
3.1	Learning Support	
	<p>The SENCo spoke to the Learning Support report. It is quite complex to break down the funding allocation to Learning Support with a number of overlaps and creative use of blocks of funding. The department tries to spread the TA support across classes as the funding models change and less is specifically allocated to individual learners. Funding from outside agencies is provided at a lesser rate than TAs are actually paid so are a contribution rather than hour for hour funding. The Board Chair requested a specific breakdown of Learning Support staff funding as it currently sits, between Board funded and outside funding, be provided. SENCo asked for explanation as to how learners and whānau are advised of SAC registration, what that means for the learner and how it is communicated. SENCo asked for explanation as to how SAC services are provided for internal assessments and what the school's process is. Board member asked for attendance figures for learners on learning support register, be provided. SENCo was asked for explanation as to how whānau are alerted to issues with Literacy Fluency and how that is supported at home. There are 335 learners requiring intervention. 215 learners are unable to be supported due to unprecedented demand. When asked about 'closing the gap', and positive impacts, the SENCo responded that there would be a direct correlation and significant impact across all measures. SenCo was asked for further explanation around the information that is coming from testing and the accuracy or not that is able to be garnered from the testing methods the school has available to it. Noted that current Learning Support needs are still being impacted by the fallout from Covid 19 and this situation shouldn't be seen in a few years time. Confirmation that teachers are being held accountable for their part in supporting high needs learners. SENCo was asked for a singular recommendation that can make the most difference. Staffing identified. Explanation given around school wide and kahui ako wide literacy approaches. SENCo was asked for explanation around numbers of Māori and Pacifica learners requiring learning support, whether those learners receive additional funding and the relationship between Learning Support and the school's Bilingual Unit. SENCo was asked for explanation around how learners are being encouraged to engage with Learning Support services.</p>	<p>SM</p> <p>SM</p>

		SEnCo was thanked for his time and presentation. <i>Rob Carty left the meeting at 7:36pm</i>	
4	Apologies		
		Josh Sanford	
5	Conflicts of Interest Register		
		No additions	
6	Strategic Aims		
	6.1	2024 Action Plan	
		Board requested, where possible, updates to be provided through the year on progress against the metrics that have an annual focus. Board requested the Action Plan be updated for each Board meeting, with progress indicators against Measures & Metrics.	SM SM
7	Previous Minutes		
	7.1	Approval of Board Meeting Minutes	
		<i>Board moved that the minutes of the Board Meeting held 27 March 2024 be approved as a true and correct record</i> <i>- SE, TD, carried</i>	
	7.2	Approval of In Committee Board Meeting Minutes	
		<i>Board moved that the minutes of the In Committee Board meeting held 27 March 2024 be approved as a true and correct record</i> <i>- CC, CT, carried</i>	
	7.3	Matters Arising from Previous Minutes	
		None	
	7.4	Review of Actions	
		<ul style="list-style-type: none"> • Board Capability Matrix - update due date to 26 June. • NZSTA Training Record - Board members to update historically. • NZSTA Training Record - link to be added to Board Manual. • Te Tiriti Board Responsibility document - update due date to 26 June and add review of document to the June 2024 Board meeting agenda. <ul style="list-style-type: none"> ○ Board Chair outlined the purpose of the document • Board Manual - noted now Complete 	SM ALL CC ALL
8	Decisions/Resolutions		
	8.1	Principal's Report	
		<p>The Principal spoke to the report.</p> <p>The learner trip to Japan during the recent school holidays went very well with a lot of positive feedback from the learners.</p> <p>Board sought further detail about the school's attendance level which was provided by the Principal.</p> <p>Enhanced funding report will be presented to the Finance Committee as further work is required.</p> <p>Principal outlined different initiatives that will form part of the school's timetable review and how best to utilise the school's resources going into the future.</p> <p>It was acknowledged that new literacy and numeracy requirements, mobile phone implications, and attendance requirements to a certain level, are amongst the government announcements that have had impacts on the school recently.</p> <p>Explanation given around the requirements for Literacy and Numeracy co-requisites and where those fit with Learning Support.</p> <p>Clarification sought around school strategic goals that are being impacted by government initiatives, particularly around NCEA. Board reassured that the school is continuing with its implementation plan as set.</p> <p>The board discussed the recent comments from the government regarding the charter school model.</p>	
9	BOT Workplan		
	9.1	Learner Progress & Achievement	

		<p>Principal spoke to the 2023 NCEA Results reports and next steps were outlined. Principal recommended that the Board acknowledge staff for the efforts that have led to outstanding 2023 achievement results. Endorsed by the Board. Morning tea to be given which Board members are to try and attend.</p> <p>Explanation given of the NCEA tracking undertaken with individual learners. Principal extended thanks to the Board for their support and work on behalf of the learners of this community.</p> <p>The Board acknowledged the Principal's leadership over the past two and a half years which is leading to improved achievement and enhanced strategic progress. Board Chair to develop a key points of progress document for sharing with the community.</p> <p>Clarification sought around progress on strategic achievement for 2024. As requested a more comprehensive update will be provided in June with progress updates indicating what is on track or not.</p>	<p>SM</p> <p>CC</p>
	9.2	Hauora & Mindfulness	
		<p>Progress is being made though not quite at the level the Principal would like to see. The Board sought the Principal's opinion on how staff are coping with the demands this year is presenting.</p> <p>New guidance team has settled well and is supporting learners' needs, tempered by continued challenges with student behaviour.</p> <p>Board discussed various avenues of intervention to assist learners across all areas of the school, including the impact of whānau and community relationships on learners.</p>	
	9.3	Budget	
		Noted.	
10	Information / Risk		
	10.1	Finance	
		Report noted.	
	10.2	Property	
		<p>Verbal report noted.</p> <p>New heat pump installation noted and report provided on extended meeting with consultancy Maynard Marks regarding key infrastructure projects.</p>	
	10.3	Policy	
		<p>Verbal report given.</p> <p>Update given on the mobile phone bylaw and the consultation undertaken with all stakeholders. Full board approval will be sought at the June meeting.</p>	
	10.4	Health & Safety	
		<p>Report noted.</p> <p>Request for acknowledgement in the Health & Safety report where no lost time incidents have occurred.</p> <p>Discussion held about a potential health and safety bus incident at Orewa College following the powhiri held there on 6 May. Incident will be addressed in EOTC review. Noted that the health and safety record is to be updated of any outcomes and the Wananga is followed up with in regards to any ongoing concern for learners involved.</p> <p><i>Motion: That the Board move In Committee and that the public be excluded from agenda items pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987. The reason being to discuss matters related to personnel and the grounds is to protect the privacy of individuals.</i></p> <p><i>The Board moved In Committee at 8:55pm</i></p>	<p>SM</p> <p>SM</p>
	10.5	Personnel (In Committee)	
		Report updated verbally. Next meeting 20 May 2024.	

	10.6	Discipline (In Committee)	
		Report noted.	
	10.7	Correspondence Register (In Committee)	
		Correspondence noted. <i>The Board moved out of In Committee at 8:59pm</i>	
11	Meeting Close		
	11.1	Confirm actions recorded	
		Noted.	
	11.2	Confirm date of next meeting	
		26 June 2024.	
	11.3	Calendar of School Events	
		Noted.	
12	Closing Karakia		
	Meeting closed at 9:12pm		

Signed
Craig Caminos, Board Chair

Date