



Meeting Minutes

Present: Penina Ifopo – *chair*
Talia Brown, Leanne Gibson, Penina Ifopo, John Ikinpe, Pete Jones, Ryan King, Julie Lockie, Faalaina Mana’o, Sarai Makara-Moreland, Velma Siteine

In attendance: Sarah Davies – *meeting minutes*
Kim Millwood, Michael Trevelyn, Katie Spraggon – Learning Support Presentation

Opening Karakia

1. APOLOGIES:

Richard Thornton
Moved Pete Jones / Second Ryan King
That the apologies are accepted

CARRIED

2. CONFLICTS OF INTEREST:

None currently

3. SPECIAL GOVERNANCE TOPICS:

3.1 Learning Support BOT Report

Kim Millwood presented the Learning Support area report, explaining that the Learning Support Team were working as a team across a group of support services, so it made more sense to merge all student support services under the one umbrella, working across that team has made a huge difference across the kura. This now includes the ELL team. Collaboratively the team come together for regular meetings, share ideas, discuss initiative, and worked on some projects. The team has pulled together and improved communication and better coordination of services across the school, shifting pedagogy across the school, and supporting teachers who are new and learning.

Penina questioned, with all the increase in discipline, are we over resourced or under resourced for students in your area? Under resourced.

Leanne Gibson questioned the philanthropic funding offered last year, how has this supported? Michael confirmed that funding was received from Price Waterhouse Coopers which supported not only the dyslexia screens also the purchase of more licenses to purchase software called Lexia Powerup, which has been shown through studies to support students with dyslexia to improve their reading and just helps any student who would like to improve their reading. One of the hurdles is that students don't have a device or don't bring it to school. the more devices we have in school, the better resource the school is in general, the better it is. Pete confirms that the whole space is under resourced and that's right across the whole system across New Zealand. Pete acknowledges Kim and Michael and Katie in leading in this space for all the mahi during the huge transformation. you probably got an indication, a massive amount of mahi going on as processes have been developed and put in place.

Pete is sure that the extra loss of learning funding to allow a teacher aide per Year 9 class as they make an incredible contribution to our kura.

Kim and Michael left the meeting at 5:47pm

3.2 Stand downs & Suspensions Discussion

The incident two and half weeks ago that generated a lot of discipline investigation and meetings, saw 4 students excluded. Thanks to the Board members who were involved in the hearings. Pete believes that the impact is due to the disruption over the past 3 years. The year to date has been challenging with the number of anti-social behaviours displayed by students at school and in the community. We are definitely feeling the impact and outcomes of the COVID disruptions over the last three years, particularly in relation to the missed socialisation time for our rangatahi.

We have been really clear about expectations through operation Piki Atu Ki Te Rangī.

Discussion points:

- Board taking the time off difficult in relation to the time away from his employment.
- Surprised that so many students were brought before the Board
- Discipline report has disparities as it states that Pasifika students are more likely to be excluded/expelled from school. Board concern and need to decide where resources are required. Our students are not engaged and that is a problem. Penina would like the Board to conduct a full discipline review, knowing the restorative process is happening but need to determine who this is working for
- Yes, the stats that we're seeing come through for Pacifica in terms of stand downs and expulsions are really worrying but doesn't know if we can point the finger entirely at the processes because it's the kids behaviour themselves that is driving it
- Pete suggests we need to look at the factors and the spike is not common seeing so many discipline hearings at once. There is an element where students' behaviour needs to be addressed when confronted with it. We must deal with it and stay strong. That's why we put Operation Piki Atu Ki Te Rangī in place, only putting through those students who met the threshold.
- We are working in a very colonised system in discipline. How do we make the spaces more comfortable and accessible from a cultural perspective? There is the challenge of what we are governed by Ministry process and the Education Act
- Understanding that part of taking on the role on the board it was to be expected that we would have to come to these sorts of situations.
- Consideration for future hearings:
 - Follow the restorative process and ensure our parents are pre-prepared for the meetings and understand the process.
 - That hearings be carried out in their first language of whānau.
 - Meetings time consideration for working families and Board members while understanding the MOE time requirements for hearings
- Wellbeing of the Board and SLT involved in these hearings. Penina proposes that the Board consider increasing the fee for members attending these meetings. Laina has information on a service for Board members on looking after their wellbeing, she will share the information with the board.

The Board agrees in principle to increasing the fee for Board members attending discipline hearings/meetings. Julie to add to the next agenda of the next Board Finance meeting, for consideration.

3.3 Draft revised student sports agreement discussion

Initially put in place as a contract, signed by the student athlete and parents to ensure student was completing necessary schoolwork and attending school not just for sport. It was held by the sports coordinators. Following the introduction of a sports committee, and input from staff, it was agreed that the contract would be replaced with an agreement. This is still sent home with the student reinforcing that this is the behaviour expected of them, and listing the consequences if they don't meet that behaviour. Can be used as a condition too for students returning to school following discipline.

Katie Spraggon left the meeting at 6:15pm

4. PREVIOUS MINUTES:

4.1 MINUTES OF PREVIOUS MEETING held 29 May 2023

Matters Arising: Penina query re Pasifika Advisory Board proposal - The Board need to put together a timeline. Do the Board take responsibility to draft the MOU? Penina to work with Manaia Laulu and Ed Hendrikse to generate a draft timeline and submitted to the Board for approval. Once the advisory team is appointed, the MOU will be co designed with the panel and the board.

Moved Penina Ifopo / Second Leanne Gibson

That the minutes and public excluded minutes of the previous meeting held 29 May 2023, having been distributed, are approved and the timeline of the Pasifika proposal are progressed as noted above

CARRIED

5. CORRESPONDENCE

The correspondence on the attached schedule given to the Board is received and ratified.

Moved Penina Ifopo / Second Talia Brown

That the Board accepts the inwards and endorse the outwards correspondence.

CARRIED

6. REPORTS:

6.1 Principal's Report

Tabled / questions

Pete played a video of the Term 2 highlights, a collection of amazing activities and events happening in school and out of school. We've just got to keep remembering and keep celebrating all the amazing successes that are going on.

Moved P Jones/ Second Ryan King

That the Principal's report is accepted

CARRIED

6.2 Finance Report - Didn't have a meeting as quorum not met.

Copy Centre Proposal:

Currently we lease on a 5-year contract with Fuji Xerox. We have 30 months to go on that contract. One of the machines is causing us problems. Fuji Xerox propose to swap that machine out with a brand-new machine and add a new poster printer machine for the Art learning area, which they have been asking for one for several years. As per the documents in Teams, the proposal is basically a new sixty-month contract which includes the current 30 months remaining on our contract plus another thirty months. Julie would like to recommend the Board approves this new proposal.

Moved Penina Ifopo / Second Pete Jones

That the Copy Centre Renewal Proposal is accepted

CARRIED

6.3 Business Academy

Leanne encourages the Board to particularly take note of the AI section of her report. An opportunity to be getting ahead of the game on something that could be positive or negative, that could be beneficial in lots of different ways. There are a lot of people in the education world that are pretty concerned about what it's doing to students and ways of reporting their learning. Maara Kai – have identified a person who could come in and work in partnership, unfortunately we couldn't secure a person to work in a Maaori framework. Have appointed Levi to execute from the original plan – from the heart. A core part of his role is to bring more young people out into the maara through learning programmes.

Moved Leanne Gibson / Second Ryan King

That the Business Academy report is accepted

CARRIED

6.4 Health & Safety – No report

6.5 Student Report – No report

6.6 Staff Report – No report

7. POLICIES FOR REVIEW:

See document in TEAMS folder for review cycle for the 2023 year

- Student Attendance
- Enrolment
- Privacy
- Official Information Requests
- Uniform / Dress Code

Velma's feedback on policies:

International Student home stay payment - the Board agreed on an increase.

Overseas trip procedures - on the next Finance committee meeting agenda for further discussion. Penina asked the rationale on SLT being paid for on an overseas trip.

Pete advised that it's crucial for the safety of the trip and representing the Board that an experienced SLT member is involved. Although this is not stated in the Policy it is included in the procedure that sits behind the policy.

Discipline meeting process – note that families must be provided with all information pertaining to the discipline, prior to the hearings. Questioned whether SLT member should preside over these meetings?

Pete advised that at the hearings the SLT member is present to provide information on the evidence gained through investigation. The final decision is made by the Board. Family Board process requires an SLT member. Query if SLT should be present if they are involved in the student behaviour eg; a victim or a conflict of interest is known.

Penina requested another Board member fill in during Richard's absence. Julie and Leanne with liaise with Velma

8. TRIPS:

7.1 JAM Leadership Camp – run by BlueLight Team (NZ Police) 10/7-13/7 - Taupo

Moved Penina Ifopo / Second Pete Jones

That the above trip is granted approval as noted

CARRIED

9. GENERAL BUSINESS

9.1 Note – Code of Conduct for BOT Members – effective June 21 (copy in TEAMS folder).

Moved Penina Ifopo / Second Leanne Gibson

That all Board members are in approval of the Code of Conduct

CARRIED

9.2 Resolution for grant application from BlueSky Community Trust to purchase two cameras to the value of \$4,501.31

Moved Penina Ifopo / Second Pete Jones

That the Board approve submission of the above funding application

CARRIED

9.3 NZSTA Conference – 20-23 July – Rotorua

Attendance to Julie Lockie as soon as possible please

9.4 ORRS delivery report and documentation

Report has only been placed in the Teams folder today. Pete and Katie have checked the report, required for compliance. Final sign off sought by the Principal and Board Chair.

9.5 SLP – financial report required to come to the Board. Has been checked off by Steve Smith with a narrative. One change due to decreased number of students eating lunch we have decreased by 10% to ensure we are not receiving more money than making meals.

Moved Penina Ifopo / Second Pete Jones

CARRIED

That the School Lunch Programme financial report is approved

Ryan King left the meeting @ 6:53pm

10. PERSONNEL (including in committee)

Moved P Ifopo / Second Pete Jones

Moved into in-committee at 6:53pm

CARRIED

That the public be excluded from the following part of the proceedings of this meeting, namely staff and student matters. This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are to protect the privacy of the individuals. Matters relating to staff personnel and/or student discipline were discussed whilst the public was excluded.

Moved Penina Ifopo / Second Pete Jones

Moved out of in-committee at 7:09pm

CARRIED

That the board move out of in-committee

Meeting concluded at 7:09pm

Future Board Meeting Dates:

Finance Meeting – Thursday 20 July 2023, 7:30am

Board Meeting – Monday 31 July 2023, 5:00pm

CHAIRPERSON

DATE

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