



1.0 Welcome and Apologies

Present: Erina Kent (Chair), Ross Devereux (Principal), Rebekah Wardrop, George Woodward, Albra Stoltenkamp, Clive Sharpe, Rachel Rippon.

Apologies: Gary Briggs-Canavan

In Attendance: Ann Longson

The BoT would like to thank Melinda Bell for her service. The BoT would like to welcome new member Rachel Rippon, and returning member Clive Sharpe.

2.0 Minutes from Previous Meetings

Matters Arising including "To Do" list

BoT Report - 'Te Aro Māori' Class 2017 - tabled at the Oct meeting. Mike Webber is unable to attend this meeting as planned. The BoT noted that, from a 'wellbeing' standpoint the report is very positive. Hard data on Māori student achievement will be contained within the Analysis of Variance Report, to be tabled at Dec meeting. The Bot noted that the Māori teacher is funded to provide whole school Māori education.

Motion: To accept the Minutes of the Board Meeting held on 31 October 2017.

Moved George/Seconded Albra **Carried**

Motion: To accept the two sets of in-committee minutes (6.27pm and 9.10pm) for 26 September 2017. Moved George/Seconded Clive **Carried**

3.0 Principal's Report

Includes - 75th Reunion Draft Plan

- PACE Strategic Response 28 Nov 2017
- SENCo Report

Learning and Teaching

Staff have been doing final assessment, data gathering & analysis.

An analysis of Variance Report will be presented to the BoT at the December meeting.

New Structure for 2018

The new structure of how classes will be placed has been shared and discussed with staff.

Main points are - all classes composite year 7/8.

- Te Aro Māori Focus Class remains
- New Sports Focus Class
- Two Enrichment classes
- A fourth specialization - Art
- 5 day timetable
- inclusion of the Learning Support and Gifted and Talented model.

In-School System Review

The review includes development of teacher Manuals/Handbooks, and the review of the appraisal system and relevant changes to Procedures. The Board sought assurance that any changes to Procedures as a result of the in-school system review currently being undertaken, will be aligned with the Policies. Ross will liaise with the Policy Subcommittee on this.

Appointments

Staff to begin on Term 1, 2018:

Susie Kosie - Scale A classroom teacher

Jacqueline Phillips - Scale A classroom teacher

Rene Loggie - Scale A classroom teacher

Shyam Puru - Art specialist

Motion: That the Board of Trustees ratify the four appointments for fixed term positions.

Moved George/Seconded Clive **Carried**

The BoT is interviewing candidates for the DP position on Friday 1 Dec.

PACE Strategic Response - 28 November 2017

Tabled and discussed. Points raised:

The CoL has appointed two across school teachers (P7).

The inquiry model has been fleshed out and implemented well. Solo Taxonomy will be launched within the school, aligning teachers to thinking models that give the students ownership of their Learning direction (A2).

Curriculum Statements will be needed for new subjects, ie Art (A4).

Across the wider school and within classrooms, the practice of Te Reo Māori and Tikanga needs further implementation to be consistent. It is not embedded yet. (E3).

We have a new school waiata written for us by our student teachers in term four. The BoT expressed interest in learning it. The BoT noted that there will need to be an increase in the 2018 Learning Resources Budget Expense Codes for Art, Gifted and Talented and other enhanced programmes (F2).

Property

The quote from Platinum Painters for painting the school has been accepted.

Motion: That the Board of Trustees accept the Principal's Report.
Moved Rebekah/Seconded Erina **Carried**

SENCo Report (presented by Albra Stoltenkamp)

The BoT was very pleased with the positive SENCo report. All students on IEPs made academic gains and excellent progress overall. It was noted that ROIS's SWIS (Social Worker in Schools) Sherrick Hulme is doing a fantastic job, and has developed very good relationships with the students he works with. ROIS now has a counsellor in school every day of the week.

In Term 4 twelve Pasifika girls built confidence through the Mighty Girls Programme and eleven Pasifika boys learnt better self management by participating in a Drumming Programme. The BoT requested data on attendance/lateness & student achievement for students on these programmes, to determine if there was any positive effect on attendance, reduction in lateness, progress & achievement.

Motion: That the Board of Trustees accept the SENCo Report.
Moved Erina **Carried**

4.0 Strategic Discussions and Decisions

Resolution to change Agenda: That the Draft Budget 2018 be deferred to December meeting.
That the Policy Subcommittee recommendations be deferred to the December meeting.

Attendance and Lateness Terms 3 & 4

Tabled and discussed.

The BoT and staff are looking at ways to better engage our Pasifika students.

Hautū Self-Review for Pasifika

The BoT is implementing this tool for our Pasifika students to help develop strategies to improve cultural responsiveness and raise student achievement. BoT members looked at the four areas of review (Leadership, Representation, Accountability, Employer Role) to identify evidence of current practice.

Points raised:

- The BoT has identified the need for a Pasifika voice on the Board and will look to co-opt a Pasifika member as part of the Strategic Plan
- The Consultation Subcommittee will look to finding specific Pasifika voice. A strategic plan to develop a steering group for Pasifika policies and initiatives was discussed.
- A specific Pasifika Achievement Plan will come into practice and appraisal in 2018. The BoT have asked for specific measurement of Pacific student achievement in future to identify what initiatives are successful, and where BoT funding would be of most benefit. Setting specific annual goals in attendance, achievement, sport, culture etc was discussed.
- Staff will spend some time at staff meetings learning Pacific languages.

It was noted that one of the new teachers for 2018, Susie Kosie, spent time at the school as a student teacher, during which time she was involved with the Samoan group, and other Pacific cultural groups. Susie will be able to help with language lessons.

2017 Consultation Plan Review

The Consultation Subcommittee will look at the issues raised by the Hautū Self-Review at the December meeting.

5.0 Strategic Discussions and Decisions - Part 2

Draft Strategic Plan 2018

This is to be finalized by Ross now that student/caregiver surveys have been completed and teacher input sought. Waiting on Parent Survey Monkey results to come in.

“What our stakeholders want” will come unabridged from the Teachers workshop.

Review of Board Chair Role

Motion: That the wording be changed from “reviewed in Nov” to “reviewed annually” and that the Board of Trustees accept the reviewed Board Chair Role with this amendment.

Moved George/Seconded Rebekah **Carried**

6.0 Property Report

Ross will follow up with Edtech to ensure that the code for the renovation of the hall toilets is closed off.

7.0 Finance Report

Fixed Asset Register Update

Tabled and discussed.

The Board Chair has signed the Credit Card Statements.

Motion: That the management accounts as tabled for October 2017 be accepted.

Moved George/Seconded Ross **Carried**

Motion: That the schedule of payments for October 2017 be accepted.

Moved Erina **Carried**

The BoT would like to thank Sheryl Campbell for her hard work and astute budgeting in putting together the Yearbook.

8.0 Administration

A list of correspondence, both inward and outward, was tabled.

Meeting closed 8.40pm

Next Board meeting 12 December 2017 5.45pm start.

To-Do checklist

	Who	When
Contact previous BoT members re 75 th Anniversary	Consultation Subcom.	Jan
Accept "in-committee" minutes from 29 August Carried over	Erina	ASAP
Amend Self-Review Report and upload to Sharepoint Hold	Gary	Dec
Present policies for legislative review	Policy Subcom.	Dec
Check with Edtech re close of code for hall toilets	Ross	Dec
Check with Edtech on adjustment of staff accruals, depreciation	Ross	Dec
Seek proforma invoice from Lujitens	Ross	Dec
Special Report - Analysis on Attendance, lateness, achievement and engagement (Qual or Quant) for 12 Mighty Girls Pgm and 11 Boys in Drumming Pgm	Ross	Feb

Signed

Erina Kent, Board Chairperson

Date