



### **1.0 Welcome and Apologies**

Present: Erina Kent (Chair), Ross Devereux (Principal), Rebekah Wardrop, George Woodward, Albra Stoltenkamp, Clive Sharpe, Gary Briggs-Canavan, Melinda Bell

In Attendance: Ann Longson

**Resolution:** That the Agenda be adjusted to remove item 2.

Address by Mike Webber is deferred to November meeting.

### **3.0 Minutes from Previous Meetings**

Matters Arising including "To Do" list.

Hautu Self-Review for Pasifika. The BoT is implementing this tool for our Pasifika students to develop strategies to raise student achievement. The tool identifies four areas of review, each of which will be looked at by a Board member, to feedback to Nov mtg.

Leadership - Erina, Representation - George, Employer role - Ross, Accountability - Gary

**Motion:** To accept Minutes of the Board Meeting held on 26 September 2017.

Moved Erina **Carried**

### **4.0 Personnel Report**

**Motion:** That the Board of Trustees accept the In-committee minutes for 26 September 2017.

Moved George/Seconded Clive **Carried**

### **5.0 Principal's Report**

Includes - PB4L Report

- PACE Student Survey Results

Learning and Teaching - BYOD

School community informed via newsletter of BYOD starting 2018. Parent info evening in term 4 to explain what it will mean for our learners, teachers and how it links to our charter and strategic aims & that BYOD is optional.

Newsletters

Fortnightly newsletter replaced by 2 booklets per term showcasing achievement, examples of student work, photographs, general notices and information. E-newsletter to follow.

### Staff Only Day

On 27 October all staff from ROIS spent the day at Manurewa Intermediate (an award winning school) to observe the school's environment and systems. Ross would like to incorporate some of these systems and structures into ROIS. Positive feedback received from a number of staff.

At 6.27pm it was moved that the public be excluded from the following part of the meeting. The grounds are that the matters are confidential and the reason is to protect the privacy of an individual (or individuals). This motion is proposed to comply with section 48 of the Local Government Official Information and Meeting act 1987.

**Motion:** That the BoT move "in committee". Moved Erina **Carried**

The BoT moved "out of committee" at 7.15 pm.

### Applications for Funding

**Motion:** That the Board of Trustees approve the application to the Lion Foundation for \$33,000.00 for the purchase of 100 Chrome Books.

Moved Clive/Seconded Albra **Carried**

**Motion:** That the Board of Trustees approve the application to the Trusts Community for \$22,030.96 for the "Three Fale" Outdoor Learning Environment.

Moved George/Seconded Albra **Carried**

**Motion:** That the Board of Trustees approve the application to the Infinity Foundation for \$14,347.83 to take the 30 prefects to the Tongariro Hillary Outdoors Educational Camp in April 2018.

Moved Gary/Seconded Rebekah **Carried**

### Enrollment Numbers

This year as at 25/10/17: in zone 74 Out of zone 57. Total = 131

Last year as at 25/10/16: in zone 72 Out of zone 42. Total = 114

### Uniform

**Motion:** That the Board of Trustees adopt the following changes to the uniform in 2018.

- Eliminate all white socks (black ankle socks only for girls).
- To add knee-high boys' school socks in ROIS colours.

Moved Erina **Carried**

**Note:** Only one plain stud per ear is allowed & only one plain nose stud is allowed, for any gender. Taonga are allowed, worn against the skin.

### Student PACE Survey Results

The BoT is pleased to see that these results show a significant positive shift.

Percentage change over 2 years, from Oct 2015 to Oct 2017, as follows:

- Q1. Teachers listen to my issues and concerns about conflict with others and assist me to fix them. Somewhat to strongly agree from **63% to 73%**.
- Q2. The school works well to make and keep a partnership with my parents and whanau and support my learning. Somewhat to strongly agree **stayed at 76%**.
- Q3. I know how I am doing against the National Standards and what my next steps to improve are. Somewhat to strongly agree from **79% to 83%**.
- Q4. The learning I get in my classroom stimulates and challenges me.  
Somewhat to strongly agree from **78% to 80%**.
- Q5. My parents know how well I'm doing at school and support me in my learning at home.  
Somewhat to strongly agree from **77% to 80%**.
- Q6. The community see ROIS as a good school.  
Somewhat to strongly agree from **62% to 78%**.
- Q7. I enjoy school and want to know more.  
Somewhat to strongly agree from **60% to 79%**.
- Q8. The school (all adults who work here) understand my family values and culture.  
Somewhat to strongly agree from **71% to 64%**.
- A Student survey on their teacher has also been completed. The PACE Staff survey is underway.

#### PB4L Report

Ross has reviewed the use of PB4L in ROIS and noted a number of inconsistencies throughout teacher/staff practice in dealing with student behaviour. A re-write of the System has now been implemented, to ensure school-wide procedures conducive to a PB4L environment. Changes include:

- a new Incident report form.
- a quiet reflective thinking space where students can choose to go when overwhelmed. This is a step/strategy towards self-management.
- a "Red Card" detention procedure supervised by Senior management.

SENCo Report – deferred to Nov mtg.

**Motion:** That the Board of Trustees accept this Principal's Report.

Moved Melinda/Seconded Clive **Carried**

#### **6.0 Policy Subcommittee Report**

Tabled and discussed.

**Motion:** That the Board of Trustees adopt the reviewed and amended Health and Safety Policy.

Moved Gary/Seconded Erina **Carried**

**Motion:** That the Board of Trustees adopt the reviewed and amended Child Protection Policy.

Moved Gary/Seconded Erina **Carried**

#### **7.0 Strategic Discussions and Decisions**

### Self-Review Report Term 3

Reviewed and updated by Gary, tabled and discussed.

Additions/changes:

- Hautu Self-Review Tool for Pasifika.
- Te Tiriti o Waitangi Policy framework added to ensure Boardwide understanding and ownership of policy development.

Though the Policy SC retains its delegation to ensure clear understanding and encourage practical implementation of Te Tiriti o Waitangi within policy.

The BoT will endeavour to support management to raise student numbers as per the PACE Charter. Discussion on the Purpose of the Self-Review Report determined it is a record of what the BoT has done to achieve/not achieve results over time, as well as a tool to review long-term projects and measure Board performance.

**Motion:** That the Board of Trustees approve the Self-Review Report with amendments.

Moved Erina **Carried**

### **8.0 Property Report**

**Motion:** That the Board of Trustees accept the quote of \$108,975 (ex GST) for painting from PLATINUM. Moved Gary/Seconded George **Carried**

The Property SC recommends Plan 3 from Luijten's Landscaping for Trafalgar/Symonds St cnr. However, not within 2017 budget so the Board's decision will be deferred so that the quote can be considered alongside all other Property expenditure to be included in the draft 2018 budget. Third quote to come for re-keying of the school before a recommendation can be made. Full financial P&L reporting to Property SC has allowed better visibility & planning of property spend.

### **9.0 Finance Report**

The Fixed Asset register review deferred until November.

**Motion:** That the management accounts as tabled for September be accepted.

Moved Erina **Carried**

**Motion:** That the schedule of payments for September be accepted.

Moved Erina **Carried**

### **10.0 Administration**

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

At 9.10pm it was moved that the public be excluded from the following part of the meeting. The grounds are that the matters are confidential and the reason is to protect the privacy of an individual (or individuals). This motion is proposed to comply with section 48 of the Local Government Official Information and Meeting Act 1987.

**Motion:** That the BoT go "in committee".

Moved Erina **Carried**

BoT came "out of committee" at 9.13pm.

Prior application for leave for November meeting - Melinda Bell

**Meeting closed 9.13pm, thank you to all Board members for their commitment.**

Next Board meeting 28 November 2017 5.45pm start.

### To-Do checklist

	Who	When
Contact previous BOT members re 75 <sup>th</sup> Anniversary	Erina	Once plan finished
Accept "in committee" minutes from 29 August <b>Carried over</b>	BOT	Nov
Arrange for Mike Webber to report on Maori Focus Class/ te Ao Maori & student achievement.	Ross to arrange	Nov
All Consultation to be completed ahead of Nov Strategic Plan meeting - student, parent, staff <b>Carried over</b>	Ross	<b>Nov 16th</b>
BoT Newsletter	George	<b>By 13<sup>th</sup> Nov</b>
Email Lateness and Attendance Report Term 3 to Board	Ross	<b>ASAP</b>
Include PACE Student Survey results comparison 15-17 to booklet	Ross	Nov
Amend Self-Review Report and upload to Sharepoint	Gary	Nov
Email Erina your completed Hautu Pasifika Review section	Gary, Ross, George	<b>Nov 20th</b>

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Signed

Erina Kent, Board Chairperson

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Date