



1.0 Welcome and Apologies

Present: Erina Kent (Chair), Derek Linington (Principal), Helen Stuart, Clive Sharpe, Frankie Schaumkel, Rebekah Wardrop, Kareen Girven, Gary Briggs-Canavan (present electronically)

Apologies: Nisi Pulu, Melinda Bell

In Attendance: Ann Longson

2.0 Minutes

Matters arising from Minutes including "To do" list.

All items on "To do" list spoken to.

Motion: To accept Minutes of the Board Meeting held on 27 October.

Moved Helen/Seconded Clive **Carried**

Motion: To accept "In committee" Minutes of the Board Meeting held on 27 October subject to amendments.

Moved Clive/Seconded Helen **Carried**

Electronic Motion dated 12/11/2015

The electronic motion was as follows:

Amended Motion: That the Board of Trustees co-opt Rebekah Wardrop to the Board of Trustees until the May triennial election.

Proposed/Moved Erina Kent All in favour **Carried**

Motion: that the Board of Trustees accept the electronic motion

Moved Derek/Seconded Frankie **Carried**

Resolution: That the "out of zone" enrolment issue be inserted into the Principal's Report

3.0 Principal's Report

Including - Analysis of Variance reporting : Mathematics and Statistics across the Curriculum
: Writing across the Curriculum

- National Standards reporting
- Student Wellbeing Survey
- Parent/Caregiver PACE Charter Survey November 2015
- PB4L Report 2015
- 2015 Annual Plan Review and Survey Results – Recommendations for 2016
- Stand-down, Suspension and Exclusion Procedures

Tabled and taken as read. Points raised –

Stand-down, Suspension and Exclusion Procedures were reviewed. The Board is assured that these will be followed (NAG 6).

There was discussion around the delivery of suspension letters by courier and email to ensure documents were received. (NZSTA advise in this day and age email is an acceptable form of communication in this instance). It was noted that the Disciplinary Committee members and Senior Leadership must be mindful of information contained in letters to avoid putting anyone at risk. The BOT was made aware that the guidelines recommend sending out information on the venue, time and date that the disciplinary meeting will be held, rather than negotiating with caregivers. It was suggested that the school exercise more options for consequences before suspension or stand-down is used.

Police Vetting: The BOT is assured that:

- all teachers have current Practising Certificates
- all support staff have been police vetted, and vetted again if the three year period has concluded
- all regular volunteers are vetted
- both itinerant counselors and the social worker in school have been vetted.

Motion: that the Board of Trustees do not approve a second ballot for late “out of zone” applications.

Moved Derek/Seconded Frankie **Carried**

Student Achievement

The BOT was delighted with the data received, which shows a significant raise in student achievement. When comparing the data with that of 2014 there has been a 20% plus increase in the percentage of students achieving at and above in Reading, Writing and Mathematics. Factors contributing to these results are good teaching practice (informed in part by the Leadership and Assessment PLD), improved evaluative & moderation practice and students’ increasing ownership of learning. Analysis of Variance reporting showed 79% of the Yr8 Target students met their writing targets and others made significant gains. Analysis of Variance reporting showed 68% of the Yr7 Target students met their mathematics and statistics targets. The BOT were very pleased to see significant shifts for both Maori and Pasifika priority learners. Future recommendations and actions linked to these discussion points will be written into the Board Self Review Report.

The Board of Trustees would like to congratulate the teachers on achieving these results.

Next Steps: ROIS has been awarded with a third year of the “Leadership and Assessment” professional learning and development programme.

The school will continue to raise the achievement of Pasifika and Maori students through the development of a school-wide response to the Pasifika Education Plan and Ka Hikitia.

Areas where targets have not been reached need to be identified and investigated.

PB4L

Government funding for PB4L has now ended, which has significant implications for the school budget. The BOT would like to see a stronger focus on rewarding positive behaviour for 85% of the students at Tier 1 and ensuring effective implementation of Tier 2 to engage any students at risk. It was noted that some teachers are using the FFAs more than others.

Complaints Register –taken as read.

There is good feedback from the community around complaints.

At 7.00pm 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 was proposed to comply with section 48 of the Local Government Official Information and Meeting Act 1987.

Motion: That the BOT moves “in committee” Moved Erina **Carried**

The BOT came “out of committee” at 7.14 pm.

The Principal will enact the decisions made “in committee”.

Amendment to Principal’s Report – Under “Honours Badges” the second sentence should read “This brings the 2015 total number of badges awarded to 33...”

Motion: To accept this Principal’s Report with amendment
Moved Erina **Carried**

4.0 Strategic Discussions and Decisions

Charter Revision update – Strategic Section 2015-2017

The BOT has received the following survey results –

- Parent Survey on progress against the Charter
- Student Well-Being Survey
- Student Survey on progress against the Charter
- Student Survey on Classroom Experience

The BOT agreed on the following changes.

Partnering: Adjust point five to read “Establish and maintain educationally powerful connections with whanau.”

Communicating: Add point five - “Strengthen relationships with schools in our community.”

Achieving: Add point 7 – “Maori students enjoy and achieve success as Maori.”

Actual targets for survey results were set for 2016 at a +2% increase in the number of “somewhat/strongly agree” replies and a lift in the Parent Survey return rate from 41% in 2015 to 50% in 2016.

The BOT noted that it is ROIS’s 75th Anniversary in April 2017. A committee including Community, whanau, trustees and management will need to be formed to organize celebrations.

Review BOT Chair role – no changes were necessary.

Motion: That the Board of Trustees accept the reviewed BOT Chair role (GM pg. 13).

Moved Frankie/Seconded **Carried**

BOT Chair Evaluation – Presented by Helen.

Feedback was positive. The BOT would like to thank Erina for her time given and hard work.

Education Act Update Pamphlet – Tabled and discussed.

It was considered that the timeframe for consultation was too short to effectively answer all questions. Therefore, it was decided that the BOT would consider questions most pertinent to ROIS as suggested by Erina. Feedback will be sent to Erina electronically to be submitted to the MoE via NZSTA survey monkey feedback form.

5.0 Finance Report

Tabled and discussed.

Motion: That the management accounts as tabled for October 2015 be accepted.

Moved Helen/Seconded Derek **Carried**

Motion: That the schedule of payments for October 2015 be accepted.

Moved Frankie/Seconded Derek **Carried**

The draft budget for 2016 was tabled and noted. This will need some revision.

6.0 Property Report

Tabled and discussed.

There has been an expression of interest in the caretakers position.

7.0 Administration

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

The BOT have accepted the resignation of Nisi Pulu and would like to thank her for her contribution.

Self review report – tabled by Clive. This is a work in progress.

The MoE Pasifika representative is to attend a BOT meeting in the New Year.

Meeting closed 8.52pm

Next Board meeting 16 December 2015 5.45pm

To-Do checklist

	Who	When
Assure BOT school open for required no. of days	Derek	Dec
Amend Stand-down, Suspension and Exclusion procedures as agreed	Derek	Dec
Return Education Act Update Survey	Erina	by Mon 30 Nov
Enact in-committee meeting decision	Derek	ASAP
Lateness report	Derek	Dec

Signed : Erina Kent, Board Chairperson

Date