



1.0 Welcome and Apologies

Present: Erina Kent (Chair), Derek Linington (Principal), Helen Stuart, Clive Sharpe, Gary Briggs-Canavan

Apologies: Melinda Bell, Frankie Schaumkel

Absent: Nisi Pulu

In Attendance: Ann Longson

Helen Parry (MoE), Carol Stoney (SAF Practitioner) – Present until 6.15 pm

2.0 Guest Speakers: Helen Parry (MoE)

Carol Stoney (SAF Practitioner)

Motion: To grant speaking rights to Helen Parry and Carol Stoney

Moved Erina **Carried**

ROIS is working alongside the MoE in regards to lifting student achievement. Helen Parry and Carol Stoney explained how participating in the System of Support Program using a Student-Achievement-Function Practitioner may work in the school.

The 26 week programme works with a school based team to identify which of the five capabilities needs focus to lift student achievement. The emphasis is on redesigning current programmes rather than creating extra work. It would be designed collaboratively with the school based team to fit the Strategic Plan and Charter.

6.15pm Helen Parry and Carol Stoney left.

After further discussion the BOT decided to wait for the end of year student achievement results and Parent/Student charter consultation survey to evaluate which of the five capabilities would best fit the needs of the school.

6.20pm Gary Briggs-Canavan joined the meeting electronically.

3.0 Minutes

Matters arising from Minutes including “To do” list. Seven items carried over from Oct to Nov.

Motion: To accept Minutes of the Board Meeting held on 29 September subject to amendments.

Moved Derek/Seconded Helen **Carried**

Motion: To accept the two tabled documents – P3 Complaints Register, Casual Vacancy Application
Moved Erina **Carried**

Motion: To accept “In committee” Minutes of the Board Meeting held on 25 Aug subject to amendments.

Moved Helen/Seconded Clive **Carried**

Motion: To accept “In committee” Minutes of the Board Meeting held on 29 Sept.

Moved Erina **Carried**

Derek will follow up on the issues raised “in committee”.

3.0 Principal’s Report

- Including - Special Needs Students Achievement Target results
- Attendance Procedures
 - The Progressive and Consistency Tool (PaCT) Agreement
 - Public Achievement Information (PAI) end 2014-mid 2015
 - Lockdown Drill Report
 - PB4L Report Feb-Oct 2015
 - Parent/Caregiver blank Survey 2015
 - Feuerstein Training Update
 - e-asTTle Mathematics Report

Tabled and taken as read. Points raised –

The Arts Curriculum Statement has been updated and has the approval of the ERO.

Attendance for Maori students has improved.

PAI information was discussed and the BOT noted the positive NS shift in literacy and numeracy for the 2014 Year 7 students who are now 2015 Year 8 students and look forward to EOY 2015 results.

Derek is in the process of gathering quotations for the redesign of the school website as the current template is not responsive to the changing ways in which people access websites.

e-asTTle Mathematics Report: The BOT can see that value has been added. ROIS and the BOT have identified the cohorts we have concerns with (Pasifica and Maori – particularly boys). The BOT asked if behavioural and lateness issues were being addressed for those well below NS and what further support the BOT could offer for these Yr7 students in 2016. This is an area where the SAF Practitioner would potentially be of benefit. PD, extra support hours, withdrawal programmes and further development of the L&A module were discussed as potential next steps. Specific next steps suggested include more hands on Maths pgms and intensive teaching for weaker strands as ways to improve and build on the positive shifts so far.

IEP Achievement Report - The BOT would like to thank the SENCO for providing this.

Feuerstein – This is still a work in progress.

PB4L Report – The Flight Lounge has been shut down due to theft and damage, however there is still a rewards system in place. The BOT asked what has been and what more could be done to reduce classroom referrals and look forward to outcomes from PB4L Oct meeting.

Motion: To accept this Principal's Report
Moved Clive/Seconded Erina **Carried**

5.0 Strategic Discussions and Decisions

Motion: that the Board of trustees accept the reviewed Crisis Management Policy
Moved Gary/Seconded Erina **Carried**

Motion: that the Creative Commons Copyright Policy be taken as reviewed and accepted by the Board of Trustees subject to amendments
Moved Gary/Seconded Erina **Carried**

Motion: that the Board of Trustees accept the reviewed Health and Safety Policy
Moved Clive/Seconded Erina **Carried**

Motion: that the Board of Trustees approve the amendments to the Governance Manual Committee Principles as discussed (Page 21, Governance Manual)
Moved Erina **Carried**

Motion: that the Board of Trustees accept the selection of Kareen Girven to the position of selected parent representative. Tenure to be held till May 2016 elections.
Moved Erina **Carried**

Demographic Analysis Report from Ministry of Education
Tabled and discussed.

6.0 Personnel Report

At 8.25pm 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 moves "in committee" Moved Erina **Carried**
The BOT came "out of committee" at 8.40pm.

7.0 Finance Report

Tabled and discussed.

Motion: That the management accounts as tabled for September 2015 be accepted.
Moved Helen/Seconded Clive **Carried**

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

Moved Derek/Seconded Gary **Carried**

8.0 Property Report

Tabled and discussed.

The Property requested more monthly information on finances regarding the Property Budget. This has been spoken to. It was noted that the decisions made regarding blended e-learning could have an impact on the Property Budget.

9.0 Administration

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

Meeting closed 9.00pm

Next Board meeting 24th November 2015 5.45pm

To-Do checklist

	Who	When
Support Staff Budget Carried over	Rachel	Nov
Contact the Fire Department Follow up original email please Carried over	Derek	Nov
PB4L Report with assurance PB4L remains effective, Board to receive outcomes from Oct PB4L Team mtg Carried over	Derek	Nov
Parent and Student Satisfaction Survey (linked to Charter) Carried over	Derek	Nov
Further develop Gifted and Talented Programme Carried over	Derek, Clive	Dec
Term 4 Board newsletter Carried over	Frankie	Nov
Term 4 Self-review report Carried over	Clive	Nov
Bring Arts Curriculum to BoT	Derek	Nov
Consider budget impact to support suggested initiatives to raise achievement for lower achieving Boys (see recommendations for e-asTTle results within minutes)	Derek	Nov
Communicate with Kareen Girven	Erina	ASAP

Signed : Erina Kent, Board Chairperson

Date