

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF  
PAKURANGA COLLEGE HELD IN THE BOARDROOM ON  
MONDAY 18 MAY 2020 AT 7:00PM**

**Present:** N Troghear (Chair), K Bigwood, J MacLean, P Sagato-Brown, J Fletcher, P Schmidt, M Williams (Principal), M Turinsky (Coopt – arrived 7:45pm), K Bhajiwalla (Student Trustee)

**In Attendance:** A Taylor (Deputy Principal), L Barton (Deputy Principal)

**Apologies:** B Payne (Staff Trustee)

A G E N D A	A C T I O N
<p><b>MEETING OPENING / WELCOME</b></p> <ul style="list-style-type: none"> <li>▪ N Troghear welcomed Board members and also acknowledged and expressed thanks to the Principal and Senior Leadership Team for their work during the lockdown.</li> </ul>	
<p><b>CONFLICT OF INTEREST</b></p> <ul style="list-style-type: none"> <li>• N Troghear’s declaration of a conflict of interest as a result of her employment as a Teacher at Botany Downs Secondary College.</li> <li>• K Bigwood’s declaration of a conflict of interest as a result of her employment as a Deputy Principal at Macleans College.</li> <li>• J MacLean’s declaration of a conflict of interest as a result of her employment at Wakaaranga Primary School.</li> <li>• M Turinsky’s declaration of a conflict of interest as a result of being on the Howick Local Board and being CEO of Young Life Trust.</li> </ul>	
<p><b>MINUTES OF THE LAST MEETING</b></p> <p><b>Motion:</b> “That the Minutes of the meeting held on 23 March 2020 is a true and correct record.”</p> <p><b>Moved:</b> N Troghear / <b>Seconded:</b> M Williams</p> <p><b>Carried.</b></p>	

## DEPUTY PRINCIPAL'S PRESENTATIONS

Deputy Principals' L Barton and A Taylor reported to the Board on Teaching and Learning.

The purpose of this portfolio is to provide high quality innovative teaching and learning across all areas. The goal is to strengthen the effective teaching and learning experience at the college with focus on clarity in the classroom.

Partnership - Maori and Pasifika Development – goal is to provide equitable opportunities for all Maori and Pasifika students to realise their potential.

### Areas of the review of 2019 Professional Development that were discussed:

- Friday Morning PLG
- Coaching and Mentoring
- Coaching Teacher Inquiry
- Coach Professional Development
- Provisionally Registered Teachers
- Outcomes of PLG review from 2018 and 2019
- Teacher Only days

## MATTERS FOR DISCUSSION

### PROPERTY AND FINANCE REPORT

Minutes from the previous two Finance Meetings held:

- Wednesday 25 March via Email.
- Wednesday 6 May via Zoom.

**Motion:** "That the Board accepts the Finance and Property Subcommittee Minutes and ratifies the motions passed at that meeting."

**Moved:** M Williams / **Seconded:** N Troughear  
**Carried.**

### CHARTER, ANALYSIS OF VARIANCE, STRATEGIC PLAN

Documents were provided in the March Board Meeting information. Provided again for discussion and questions.

### STRATEGIC AND ANNUAL PLAN

Documents were provided in the March Board Meeting information. Provided again for discussion and questions. Will be updated over the term.

### PRINCIPAL'S REPORT

M Williams advised that the Teacher Only Day scheduled for 29 May has been delayed and used later in the term or during Term 3 as needed.

Report was taken as read.

**Motion:** "That the Principal's Report be accepted."

**Moved:** M Williams / **Seconded:** N Troughear  
**Carried.**

<p><b>IN COMMITTEE AT 8:40PM</b></p> <p>Motion: "That the Board and S Madden go 'Into Committee' to discuss matters relating to staff members and students, this being necessary to protect the privacy of the individuals under Section 9 of the Official Information Act 1982."</p> <p><b>Moved:</b> N Troughear / <b>Seconded:</b> M Williams</p> <p><b>Carried.</b></p> <p>8:50PM– Out of Committee</p>	
<p><b>AGENDA ITEMS FOR NEXT MEETING</b></p> <ul style="list-style-type: none"> <li>• DP Presentation - Wellbeing and Engagement</li> <li>• NAG 2 – Policy Review – Planning and Reporting</li> </ul>	

There being no further business the meeting was declared closed at 8:55PM.

Signed:  Date: 17/09/20

***The next Board of Trustees Meeting will be held on Monday 22 June at 7:00PM***