

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF
PAKURANGA COLLEGE HELD IN THE BOARDROOM ON
MONDAY 21 JUNE 2021 AT 7:00PM**

PRESENT: N Troghear (Chair), J MacLean, P Sagato-Brown, P Schmidt, A Bannister (Coopt), B Payne (Staff Trustee), M Williams (Principal), M Turinsky (Coopt), A Kefu, K Bhajiwalla (Student Trustee)

APOLOGIES: J Fletcher

A G E N D A	A C T I O N
<p>MEETING OPENING / WELCOME</p> <ul style="list-style-type: none"> ▪ N Troghear welcomed Board members. 	
<p>CONFLICT OF INTEREST</p> <ul style="list-style-type: none"> • N Troghear’s declaration of a conflict of interest as a result of her employment as a Teacher at Botany Downs Secondary College. • B Payne’s declaration of a conflict of interest as a result of being a Trustee on the Sowers Trust Board. • J MacLean’s declaration of a conflict of interest as a result of her employment at Wakaaranga Primary School. • A Bannister’s declaration of a conflict of interest as a result of being a Deputy Principal at Howick College. • 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. 	
<p>MINUTES OF THE LAST MEETING</p> <p>Motion: “That the Minutes of the meeting held on 17 May 2021 is a true and correct record.”</p> <p>Moved: N Troghear / Seconded: J MacLean</p> <p>Carried.</p>	

<p>DEPUTY PRINCIPAL PRESENTATION Teaching and Learning – B Merchant and K Bigwood</p> <p><u>Pedagogy Strategic Planning 2021 Summary</u></p> <p>Inquiry Goal: To ensure that teachers are working on the most important inquiry in order to improve outcomes for students.</p> <p>Learnings from 2020 Goal: To Embed our core learnings from 2020. Continue work from 2020 in faculties; Clarity, Leveraging Teacher time and Assessment flexibility.</p> <p>Culturally Responsive Pedagogy Goal: to develop our cultural competency in order for Māori learners to achieve educational success as Māori. Continuing the focus on restorative practices to build on the relational foundation for learning.</p> <p>eLearning Goal: To seamlessly blend eLearning opportunities into our pedagogy to engage students in authentic and personalised learning. To provide students, experiencing genuine hardship, a device for their learning and to provide a state-of-the-art network and positive learning experience for teachers and students.</p>	
<p>MATTERS FOR DISCUSSION</p> <p>CASUAL VACANCY</p> <p>The rules have been followed regarding selecting a new Board Member to fill the casual vacancy. The intention to select was advertised on 11 May 2021 and no requests for an election were received.</p> <p>Motion: “That the Board selects A Kefu to join the Pakuranga College Board of Trustees”.</p> <p>Moved: N Troughear / Seconded: M Turinsky</p> <p>Carried.</p> <p>RETURNING OFFICER FOR THE 2021 SCHOOL TRUSTEE ELECTIONS</p> <p>The 2021 Student Representative Elections will be held in September this year; therefore we need to appoint a Returning Officer.</p> <p>Motion: “That the Board appoints Mrs Susan Gorman as the Returning Officer”.</p> <p>Moved: N Troughear / Seconded: M Williams</p> <p>Carried.</p> <p>PROPERTY AND FINANCE REPORT</p> <p>Property and Finance Meeting Minutes from Meeting held on Wednesday 26 May 2021</p> <p>Motion: “That the Board accepts the Property and Finance Subcommittee Minutes and ratifies the motions passed at that meeting.”</p> <p>Moved: P Schmidt / Seconded: M Williams</p> <p>Carried.</p>	

Renewal of Swim Club Contract

The recommendation is that the Board updates and renews the contract for “Licence to Occupy” with the Swim Club for the College Swimming Pool Complex and associated facilities for a further three years from 1 June 2021 with two rights of renewal with an increase to the Licence Fee over the three years.

Motion: “That the Board approves the renewal of the Swim Club Contract.”

Moved: M Williams / **Seconded:** J MacLean

Carried.

MINISTRY OF EDUCATION DONATIONS SCHEME

Decile 1–7 state and state-integrated schools are able to choose to receive a \$150 per student, per year payment if they agree not to ask parents and caregivers for donations, except for overnight camps.

Motion: “That the Board joins the Ministry of Education Donations Scheme”.

Moved: M Williams / **Seconded:** P Schmidt

Carried.

PRINCIPAL’S REPORT

Report was taken as read.

Motion: “That the Principal’s Report be accepted.”

Moved: M Williams / **Seconded:** J MacLean

Carried.

ANNUAL PLAN UPDATE

A copy of the Pakuranga College Strategic Plan for 2021-2025 was provided to the Board; this is a living document, updated periodically.

UNIFORM CHANGES

The Board discussed and approved some variations to the school uniform.

The changes will come in slowly until current stock is used. There will be two new blouse designs for junior and senior students and a new long skirt, also allowed shoes will be broadened but must be plain leather and fully enclosed.

Motion: “That the Board approves the changes made to the school uniform”.

Moved: M Williams / **Seconded:** J MacLean

Carried.

POLICY REVIEW

NAG 3 – Personnel

Subcommittee selected to review this policy are M Williams, J MacLean, and P Schmidt. The purpose of the policy review is to see if the policy is still 'fit for purpose'. The subcommittee reviewed the document and minor amendments were updated.

Motion: "That the Board ratifies the Personnel Policy with further amendments noted and updated".

Moved: P Sagato-Brown / **Seconded:** N Troughear
Carried.

NAG 5 – Health and Safety

To be discussed further at next meeting.

Pakuranga College Foundation Trust

The policy was discussed, and minor amendments were made.

Motion: "That the Board ratifies the Pakuranga College Foundation Trust Policy".

Moved: M Williams / **Seconded:** J MacLean
Carried.

BOARD PROFESSIONAL DEVELOPMENT – TREATY WORKSHOPS

The NZSTA have developed workshops for professional development for Boards and have resources for Boards to better understand the Treaty of Waitangi and the responsibility Boards have in regard to the implications and obligations of this.

Boards are accountable for the performance of the school, focusing on raising student achievement for all students which includes making decisions that support Māori students.

The Board Chair is going to organise a workshop and will also invite interested parties from surrounding schools. Further information to be advised for next Term.

<p>GENERAL BUSINESS</p> <p>EOTC</p> <p>There is a sports tournament week planned from 4 to 9 October in Christchurch and Queenstown and will involve Netball, Basketball, Football and Hockey. 94 students will be attending.</p> <p>Motion: “That the Board approve the trip to the South Island for the Sports Tournament in October 2021”.</p> <p>Moved: M Williams / Seconded: N Troghear Carried.</p> <p>PAKURANGA COLLEGE’S PARTNERSHIP WITH LOCAL IWI</p> <p>M Williams advised the Board that the College is working with local Iwi to develop a partnership with them to support and understand Maori students and their wider community, to make them feel valued and encouraged to take part in school events and improve their outcomes and achievements.</p>	
<p>IN COMMITTEE AT 9:40PM</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>Moved: N Troghear / Seconded: M Williams Carried.</p> <p>9:45PM– Out of Committee</p>	
<p>AGENDA ITEMS FOR NEXT MEETING</p> <ul style="list-style-type: none"> • 1st July Roll Return • NAG 5 – Health and Safety Policy Review • NAG 6 – Legislative Requirements • Treaty Workshops 	

There being no further business the meeting was declared closed at 9:50PM.

Signed:  Date: 23 August 2021
The next Board of Trustees Meeting will be held on Monday 23 August at 7:00PM