

**MINUTES OF THE MEETING OF THE BOARD OF
PAKURANGA COLLEGE HELD IN THE STAFFROOM ON
MONDAY 28 FEBRUARY 2022 AT 7:00PM**

Present: N Troghear (Chair), P Sagato-Brown (via Zoom), J MacLean, J Fletcher (via Zoom), Asipeli Aminiasi Kefu, P Schmidt (via Zoom), B Payne (Staff), M Williams (Principal), M Turinsky (Coopt), A Bannister (Coopt; via Zoom).

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| <p>MEETING OPENING / WELCOME</p> <ul style="list-style-type: none"> ▪ N Troghear welcomed Board members. <p>APOLOGIES</p> <p>None</p> | |
| <p>N Troghear vacated the Chair. J MacLean took over the Chair.</p> <p>ELECTION OF OFFICERS</p> <ul style="list-style-type: none"> - Election of Board Chair <ul style="list-style-type: none"> ➤ Nominations were called for from the chair ➤ N Troghear was nominated by M Williams and seconded by M Turinsky ➤ No further nominations were received ➤ N Troghear was elected Board Chair <p>N Troghear took over chairing the meeting</p> - Election of BoT Deputy Chair <ul style="list-style-type: none"> ➤ Nominations were called for Deputy Board Chair ➤ M Turinsky was nominated N Troghear and seconded by J MacLean ➤ No further nominations were received ➤ M Turinsky was elected Deputy Board Chair - Election of Property and Finance Sub-Committee Chair <ul style="list-style-type: none"> ➤ Nominations were called for Property and Finance Sub-Committee Chair ➤ P Schmidt was nominated by N Troghear and seconded by M Williams ➤ No further nominations were received ➤ P Schmidt was elected Property and Finance Sub-Committee ➤ Sub-Committee Members: P Sagato-Brown and J Fletcher - Election of Health and Safety Sub-Committee Chair <ul style="list-style-type: none"> ➤ Nominations were called for Health and Safety Sub-Committee Chair. ➤ P Schmidt was nominated by N Troghear and seconded by M Williams ➤ No further nominations were received ➤ P Schmidt was elected Health and Safety Sub-Committee Chair | |
| <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 | |

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| <ul style="list-style-type: none"> • J MacLean’s declaration of a conflict of interest as a result of her employment as administration staff at Wakaaranga Primary School • B Payne’s declaration of a conflict of interest as a result of being a Trustee on the Sowers Trust Board • 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 • A Bannister’s declaration of a conflict of interest as a result of his employment as a Deputy Principal at Howick College | |
| <p>DEPUTY PRINCIPAL PRESENTATION</p> <p>Pedagogy and People 2022 – Kelly Bigwood</p> <p>Review of PLG</p> <ul style="list-style-type: none"> • Professional Learning aims to provide high quality, innovative teaching and learning opportunities • Evaluation of PLG was undertaken in 2021 • PLG had become a ‘privatised’ practice by nature of its one-to- one coaching but this year’s focus is now moving towards a more collective, transparent model of practice • Aiming to build reflective capacity of all staff • The college has input from Deirdre Le Fevre from University of Auckland <p>Data</p> <ul style="list-style-type: none"> • Aiming to broaden the range of evidence used in enquiry to ensure teachers focus on the most important things • Enabling teachers to teach the whole child and have whanau and child-centric data • Capacity for Maori development moving forward through capturing more meaningful data <p>Challenges</p> <ul style="list-style-type: none"> • PLG planning has become less distributed • Continuing to build capacity of coaches in managing the challenges of their roles <p>Opportunities</p> <ul style="list-style-type: none"> • Continuing to challenge ‘unconscious bias’ • Development of Middle Leadership Programme | |
| <p>MINUTES OF THE LAST MEETING</p> <p>Motion: “That the Minutes of the meeting held on 13 December 2021 is a true and correct record.”</p> <p>Moved: M Williams / Seconded: J Maclean</p> <p>Carried</p> | |

MATTERS FOR DECISION

POLICY REVIEW

Motion: "That the Board adopts the Operational Policies as presented"

Moved: M Williams / **Seconded:** A Kefu

Carried

DELEGATION OF AUTHORITY

Motion: "That the Board adopts the Delegation Policy, subject to the amendment to the wording when the Principal is absent, discretionary Leave and finance.

Moved: N Troughear/ **Seconded:** M Turinsky

Carried

TIMETABLE POLICY

Motion: "That the Board adopts the Timetable Policy"

Moved: M Williams/**Seconded:** B Payne

Carried

ELECTION OF STUDENT BOARD MEMBER

Motion: "That the Board adopts the Student Board Member election timeframe as presented"

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

Carried

BOARD ANNUAL WORK PLAN

Motion: "That the Board Annual Work Plan be adopted"

Moved: N Troughear/**Seconded:** J MacLean

Carried

MATTERS FOR DISCUSSION

PRINCIPAL'S INTERIM REPORT

The Report was taken as read.

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

Moved: M Williams / **Seconded:** M Turinsky

Carried

PRINCIPAL'S REPORT

The Report was taken as read.

The Principal spoke about the pool fence replacement and the cost has risen from the \$50,000 previously approved.

Motion: "That the Board increase the budget for the pool fence replacement from \$50,000 to \$75, 000."

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

Carried

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


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

Carried

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| <p>2022 SCHOOL STRATEGIC AND ANNUAL MANAGEMENT PLAN</p> <p>2022 SCHOOL CHARTER The 2022 Charter is not completed at this stage, due to COVID interruptions. There is work still to do on targets after a full analysis of variance (analysis of results) is carried out. Targets will have a similar focus on NCEA pass rates, Maori and PI achievement and co-curricular participation.</p> <p>STRATEGIC AND ANNUAL PLAN Motion: “That the 2022 Strategic and Annual Management Plan be adopted.” Moved: M Williams / Seconded: N Troghear Carried</p> | |
| <p>GENERAL BUSINESS</p> <p>TRUST APPLICATIONS The Director of Sport has asked for support for the trust grant application.</p> <p>Motion: “That the Board approves an application to the Trillian Trust for \$30,000 for the purchase of sports uniforms” Moved: M Williams/Seconded: J MacLean Carried</p> <p>Motion: ““That the Board approves an application to the Four Winds Foundation for \$30,000 for the purchase of sports uniforms” Moved: M Williams/Seconded: J MacLean Carried</p> <p>INTERNATIONAL STUDENT FEES 2023 The International Student fees for 2023 need to be approved. The new fees are proposed by the Director of International Students and are based on current trends and comparison to our competitors.</p> <p>Motion: “That the Board approves the International Student fees for 2023” Moved: M Williams/Seconded: B Payne Carried</p> | |
| <p>IN COMMITTEE AT 8:35PM</p> <p>Motion: “That the Board and L Goodall go ‘into committee’ to discuss matters relating to Members and students and matter of a commercially-sensitive nature, this being Necessary to protect the privacy of the individuals under Section 9 of the Official Information Act 1982.” Moved: N Troghear / Seconded: M Williams Carried.</p> <p>8.48PM– Out of Committee</p> | |
| <p>AGENDA ITEMS FOR NEXT MEETING</p> <ul style="list-style-type: none"> • DP Presentations: Curriculum & Assessment and Student Engagement & Wellbeing • Achievement Data • 1 March Roll Return • Performance Management Report (2021) | |

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| <ul style="list-style-type: none">• Report on Appraisal of Non-Teaching Staff• Property Plan• Report on Stand Downs and Suspensions• COL | |
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There being no further business the meeting was declared closed at 8.50PM.

Signed:  Date: 28 February 2022
The next Board of Trustees Meeting will be held on Monday 28 March at 7.00pm