

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

Present: N Troghear (Chair), P Sagato-Brown, J MacLean, Aminiasi Kefu, P Schmidt, B Payne (Staff), M Williams (Principal), A Bannister (Coopt)

<p>MEETING OPENING / WELCOME</p> <ul style="list-style-type: none"> ▪ N Troghear welcomed Board members and a welcome was extended to Clare Jennings, the newest Deputy principal <p>APOLOGIES M Turinsky (Co-opt), J Fletcher</p>	
<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 • 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 PRESENTATIONS</p> <p>Curriculum Annual Plan 2022 – Lucy Tomlinson Mrs Tomlinson outlined the various aspects of the curriculum and the key strategies that will be focused on.</p> <p>STRATEGY: Continue to build on preparation for NCEA changes, the junior curriculum refresh and our local curriculum review.</p> <p>STRATEGY: Review and enhance curriculum documentation and faculty review processes to reflect our deepening understanding of Mana ōrite mo te mātauranga Māori and flexible learning responsive to student needs in a changing environment.</p> <p>STRATEGY: Strengthen the use of Learning Habits through explicit building of the learning power model and learning rubrics</p> <p>KEY POINTS</p> <p>Literacy and Numeracy</p>	

A pilot scheme for English and Maths are underway. All Year 9 and Year 10 students are being tested by E-Asttle to see what the results are and what teachers need to do to improve their literacy and numeracy. This testing will take place in Week 9 of Term 2 and in Week 9 of Term 3. This will overflow into Kāhui Ako work to enable seamless curriculum progressions and outcomes.

Units of Work

These are a key focus for teachers to provide improved learning outcomes for students.

NCEA CHANGES

Changes and updates to the NCEA levels have been pushed back by one year – due to the 2020 and 2021 disruptions due to COVID:

Level 1 NCEA will take place in 2024

Level 2 NCEA will take place in 2025

Level 3 NCEA will take place in 2026

Wellbeing Focus 2022 – Lorraine Barton

Ms Barton outlined key developments to achieve the goal of strengthening wellbeing by fostering a sense of belonging for every student and strengthening the student voice, agency and engagement.

STRATEGY: To successfully embed the wellbeing model, Te Whare Tapa Whā into the school culture to strengthen student's sense of belonging and agency.

STRATEGY: To strengthen the use of data to proactively plan interventions to support students' wellbeing and success.

STRATEGY: To review and strengthen student engagement in the wider life of the college as a critical aspect of students' development, identity, agency and sense of belonging.

Questions being considered:

What is the role of the Tutor Group? What is the validity of the vertical tutor group?

In Term 2, My Māhi will be run by senior student leaders. In Term 4, Year 10 students will start to lead peer support and gain leadership opportunities. Support + training + possibilities will lead to a balance of opportunities for more students.

MATTERS FOR DECISION

Board Minutes 28 February 2022

Motion: "That the Minutes of the meeting held on 28 February 2022 is a true and correct record."

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

Carried

Election of Returning Officer

Motion: "That the Board approves the election of Sue Gorman as the Returning Officer for the School Board Elections."

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

Carried

Board Election Date

Motion: "That the Board approves the election date as 7 September 2022."

Moved: P Schmidt/**Seconded:** P Sagato-Brown

Carried

Electronic Board Elections

Motion: "That the Board approves the use of Electronic Election tools."

Moved: J Maclean/**Seconded:** A Bannister

Carried

MATTERS FOR DISCUSSION**PROPERTY AND FINANCE REPORT**

There is nothing significant to report. The 2021 accounts were reviewed. There is a small surplus. Mike Williams (Principal) presented the on-going school building projects to the Board and highlighted the current focus projects:

- Pam Stone Toilet Upgrade
- Replacement of windows in the Food Rooms
- Replacement of windows in the Fabric Room

M Williams (Principal) proposed the motion to approve the spending out of the school's reserves.

Motion: "That the Board approves the spending on the Pam Stone toilet upgrade: \$35,000; the Fabric Room window replacement \$33,150 and the Food Tech Rooms window replacement \$67,615. To be funded from the School's reserves."

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

Carried

Motion: "That the Property and Finance Report of 2 March 2022 be accepted."

Moved: Phil Schmidt/**Seconded:** J Maclean

Carried

PRINCIPAL'S REPORT

The Report was taken as read.

Updates on projects: pool fencing has been started.

The Principal spoke about the NCEA data and analysis of results. A sound year overall and very good outcomes considering the COVID disruptions to Auckland. More work still to be done with engagement and outcomes of Māori students.

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

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

Carried

<p>2022 CHARTER</p> <p>The 2022 Charter has now been finalised and targets set following the analysis of variance of the 2021 data. 2022 targets have a focus on NCEA pass rates, Maori and PI achievement and co-curricular participation.</p> <p>Motion: “That the 2022 Charter and targets are approved.” Moved: M Williams/Seconded: A Kefu Carried</p> <p>2021 DATA ANALYSIS</p> <p>Billy Merchant, Deputy Principal, spoke about engagement data and highlighted that there is concern about 6% of the student population but that means there is positive feedback about 94% of the student population which is encouraging. This is feedback and data from teachers about their students. Lots of background data and background stories of all students at NCEA Levels 1, 2 and 3 who did not pass those levels and reasons why was analysed.</p> <p>Motion: “That the 2021 data analysis be accepted and forms the analysis of variance for the Ministry of Education.” Moved: M Williams/Seconded: A Bannister Carried</p> <p>SCHOOL RESPONSE TO ELIM COLLEGE INCREASE OF SCHOOL ROLL</p> <p>Motion: “That the Board opposes the increase of the Elim College school roll.” Moved: N Troghear/Seconded: B Payne Carried</p>	
<p>GENERAL BUSINESS</p> <p>Notification of the New Zealand School Trustees Association AGM online on 30th April 2022 and notification of the conference in October 2022 Board Chair, N Troghear, spoke in support of the Board taking part in these events as they are an excellent opportunity to learn about best practice.</p>	
<p>IN COMMITTEE AT 8:45PM</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 9:11PM – Out of Committee</p>	
<p>The Board farewelled Mike Williams (Principal) and wished him well on his sabbatical in Term 2.</p>	

<p>IN COMMITTEE ITEMS TO BE RELEASED TO MAIN MINUTES</p> <p>The following motions were passed:</p> <p>“That the Board approves one year’s unpaid refreshment leave for Jun Luo, effective from 24 July 2022 (first day of Term 3, 2022).”</p> <p>“That the Board approves one year’s unpaid leave for Tom Lyall to visit family in the UK, effective from 24 July 2022 (first day of Term 3, 2022).”</p> <p>“That the Board approves one year’s unpaid refreshment leave for Richard DeLuca to visit family in Canada, effective from 27th January 2023 (first day of Term 1, 2023).”</p>	
<p>AGENDA ITEMS FOR NEXT MEETING</p> <ul style="list-style-type: none"> • DP Presentations: Pedagogy and People • AP presentation: Operations and Review (faculty review) • Summer Sports Report • Attendance • Teachers’ Registration • NAG6 – legislative requirements 	

There being no further business the meeting was declared closed at 9:18PM.

Signed: Anna Ling Date: 10/5/2022

The next Board of Trustees Meeting will be held on Monday 16 May at 7:00PM