

**MINUTES OF THE MEETING OF THE BOARD OF
PAKURANGA COLLEGE HELD IN THE STAFFROOM ON
MONDAY 20th MARCH 2023 AT 7:00PM**

Present: A Bannister, J Fletcher, J MacLean, P Schmidt, M Turinsky, B Payne (Staff), M Williams (Principal), A Plom (Student Representative)

<p>MEETING OPENING / WELCOME A Bannister welcomed Board members. The meeting opened at 7.10pm The Board Members and Board Secretary said the Karakia</p> <p>APOLOGIES N Troughear (Chair), 'Aminiasi Kefu (Co-Opt)</p>	
<p>CONFLICT OF INTEREST</p> <ul style="list-style-type: none"> • N Troughear's declaration of a conflict of interest as a result of her employment as a Teacher at Botany Downs Secondary College and as a Staff Representative 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, a Youth Worker at Botany College and CEO Emeritus 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 and Assessment – Lucy Tomlinson</p> <p>This was an update on the NZ Curriculum refresh and the changes to literacy and numeracy teaching in New Zealand.</p> <p>There are three main goals to focus on in 2023:</p> <ol style="list-style-type: none"> 1. Data Association for Effective Literacy <ul style="list-style-type: none"> - This is a focus on Years 9 and 10. All core class teachers will have streamlined strategies to support and challenges students. - There will be a school-wide approach to literacy and numeracy - The use of Reading Plus which speeds up student reading ability - Literacy support for students and staff. A literacy specialist (yet to be employed) will bolster support for students to improve literacy - 2. Build on Change 	

<ul style="list-style-type: none"> - The NZ Curriculum Refresh (external changes) is based on Know. Understand. Do. - A Local Curriculum (i.e. what we do at Pakuranga College) - NCEA changes will focus on big ideas and significant learnings - At Level 1, some of the details about changes will not be available until January 2024 - At Level 2, some of the details about changes are already in action but not all changes have been made yet. These changes will be confirmed later in 2023. - Pakuranga College is moving in the right direction <p>3. Manā ōrite no te mātauranga māori</p> <ul style="list-style-type: none"> - Teacher development to give equity to all students - Teaching to the North East - Work still needs to be done in this area - Staff remain focussed on teaching and developing a programme of learning. Moving away from focussing purely on assessment <p>Board member B Payne asked about the possible dropping of Level 1 and voiced possible concerns about students not being ready for Level 2 if Level 1 is dropped and also that there has been lots of change already. M Williams assured him that no decision about this has been made yet about dropping Level 1 at Pakuranga College. All learning still leads to Level 2.</p> <p>Pakuranga Way – Clare Jennings-Tyrrell</p> <p>There are four key statements that Pakuranga College is focussing on in 2023:</p> <ol style="list-style-type: none"> 1. Looking to develop and deliver an extended student induction programme 2. Embed opportunities for student leadership and development 3. Support enhanced co-curricular opportunities 4. Enrich and support students by developing consistency of themes, delivery and messaging <p>Leadership workshops will be developed and led by Guidance, Deans and Assistant Deans to empower Peer Support Leaders to lead our youngers students and using the understanding of tuakana-teina relationships. Peer Support Leaders will be upskilled.</p> <p>There is going to be some work done on establishing why something is being done before sharing it with staff so that there is a robust framework to build upon. There will be consultation with students, staff and community.</p>	
<p>MATTERS FOR DECISION</p> <p>MINUTES OF THE LAST MEETING</p> <p>Motion: “That the minutes of the meeting held on 20th February 2023 is a true and correct record.”</p> <p>Moved: A Bannister/ Seconded: M Williams</p> <p>Carried</p> <p>DRAFT TIMETABLE POLICY</p>	

<p>M Williams informed the Board that the draft Timetable Policy will be brought before the Board at the Board meetings on 3rd May 2023. This has been delayed due to the longer than anticipated time staff have asked to consider and discuss the Timetable Policy.</p> <p>BOARD ANNUAL WORK PLAN 2023</p> <p>M Williams informed the Board that the Board Annual Work Plan is nearly finalised and will be brought before the Board at the Board Meeting on 3rd May 2023.</p> <p>ELECTION OF RETURNING OFFICER AND DATE FOR STUDENT REPRESENTATIVE FOR THE SCHOOL BOARD ELECTIONS IN SEPTEMBER 2023</p> <p>Motion: “That the Board approves the election of Sandhya Kumar, Assistant to the AP and DP Team, as the Returning Officer for the student representative for the School Board Elections.</p> <p>Moved: M Williams/Seconded: P Schmidt</p> <p>Carried</p> <p>Motion: “That the Board approves the election date as 22nd September 2023.”</p> <p>Moved: M Williams/Seconded: P Schmidt</p> <p>Carried</p>	
<p>MATTERS FOR DISCUSSION</p> <p>PROPERTY & FINANCE REPORT</p> <p>P Schmidt reported back that the budgeted deficit has reduced to \$57,000. The 2022 budget is being audited on site at Pakuranga College on 20th and 21st March 2023. The auditor is including the insurance settlement from the gymnasium mediation. The painting contract will be approved by the auditor. There is a \$258,000 surplus for 2023.</p> <p>Window Replacement Project – 5YA</p> <p>There is an additional \$225,602 needed to complete the window replacement project to include replacing the downstairs windows in Rive Block. M Williams explained that as the other windows in Rive and Rae Blocks are being replaced, it would make sense to update and make both blocks weather tight.</p> <p>Extraordinary in-Meeting Motion (followed up by email vote on 21st March):</p> <p>Motion: “That the Board approves extending the window project on Rive Block and Rae Block to include the downstairs windows in Rive Block at an additional cost of \$225,602. This is to be funded from Board reserves.”</p> <p>Moved: P Schmidt/Seconded: A Bannister</p> <p>Carried in meeting (but only on the understanding by the Board that the motion would be emailed to all Board members on 21st March)</p> <p>Email Motion</p> <p>Motion: “That the Board approves extending the window project on Rive Block and Rae Block to include the downstairs windows in Rive Block at an additional cost of \$225,602. This is to be funded from Board reserves.”</p> <p>Moved: by a quorum of six Board members</p> <p>Carried</p>	

Motion: “That the Property & Finance Report of 1st March 2023 be accepted.”

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

Carried

PRINCIPAL’S REPORT

The Report was taken as read.

M Williams talked the Board through the changes to the Annual Plan and how it is a more active document now and is led by the Ministry of Education

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

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

Carried

2023 CHARTER

M Williams talked through the 2023 Charter – this is the full Strategic Plan (as per page 41 of the March 2023 Boardpack).

The words support and agency are replacing the word wellbeing.

School charters will disappear after 2024 and a different model will come into effect from 2025.

Motion: “That the 2023 Charter and targets are approved.”

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

Carried

2022 DATA ANALYSIS

Level 1 dropped in 2022. Most schools dropped but Pakuranga College still performed well. M Williams said it will be interesting to compare how the college has compared to other Auckland schools as this is more relevant data, due to the lengthy 2022 Auckland lockdown.

Māori students did well. Pasifika students did not do well. Pasifika students have suffered academically as a result of the COVID situation.

A Bannister asked about what the college is doing to support developing the results. The Pasifika and Māori Support and Liaison staff (Rita Enari, Michael Long and Mauri Hohepa) will be supporting the students and these roles are being made more robust in 2023.

The background stories for 2022 will be analysed. The Board will see the background stories at the 3rd May 2023 Board meeting as the work going into analysing those is still being done.

M Williams invited the Board members to question him further if they wanted more details. It is obvious that COVID has skewed the results and M Williams is starting to look at data from 2019 to see how 2022 is comparing. The data post-2019 is not ‘normal’.

Motion: “That the 2022 data analysis be accepted and forms the analysis of variance for the Ministry of Education.”

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

Carried

<p>EDUCATION AND TRAINING ACT 2020, NATIONAL EDUCATION AND LEARNING PRIORITIES (NELPS) VS NEGS AND NAGS</p> <ul style="list-style-type: none"> - M Williams pointed out section 127 of the act. How does the Pakuranga College Board affect the Treaty of Waitangi? - The MoE has a ToolKit which provides guidance about the changes and legislation will drive what will happen. - Pakuranga College will change our policies by referring to the NAGS and NEGS but updating them to NELPs. - NELPs are what schools and kura are now being guided by, as per page 83 of the Boardpack. Pakuranga College already focuses on Objectives 1, 2 and 3. Pakuranga College will not have problems adhering to the new NELPs. 	
<p>SUGGESTED ITEMS FOR 3RD MAY MEETING</p> <p>Nil</p>	
<p>GENERAL BUSINESS</p> <p>Teacher only Days (ToDs) M Williams explained that the MoE has given a directive that a ToD must be held within the first two weeks of Term 2; therefor, staff will be working from home on Monday 24th April in the context of the NZ Curriculum Refresh.</p> <p>Extraordinary in-Meeting Motion: Motion: "That the Board approves the Teacher Only Day on Monday 24th April 2023." Moved: M Williams/Seconded: A Bannister Carried</p>	
<p>IN COMMITTEE AT 8:30PM</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: A Bannister / Seconded: M Williams Carried.</p> <p>8.32PM– Out of Committee</p>	
<p>AGENDA ITEMS FOR NEXT MEETING</p> <ul style="list-style-type: none"> • DP Presentations: Pedagogy and People, Māori Development Update & Operations and Review (Faculty Review) • 2023 final version Board Annual Work Plan • Policy Review: Timetable Policy • Board Chair report on NZSTA Regional Board Chair meeting 	

There being no further business the meeting was declared closed at 8.50PM.

Signed:



Date: 3rd May 2023

The next Board meeting will be held on Wednesday 3rd May at 7.00pm