

**MINUTES OF THE MEETING OF THE BOARD OF
PAKURANGA COLLEGE HELD IN THE STAFFROOM ON
MONDAY 19TH JUNE 2023 AT 7:00PM**

Present: N Troghear (Presiding Member), A Bannister, J Fletcher, P Schmidt, M Turinsky, B Payne (Staff Representative), M Williams (Principal)

MEETING OPENING / WELCOME

N Troghear welcomed Board members. The meeting opened at 7.08pm. There was a slight delay as Jenna Edwards, Marketing and Communications Manager, was taking head shots of Board members for the forthcoming website update.

The Board Members and Board Secretary said the Karakia.

APOLOGIES

J Maclean, A Kefu (Co-Opt), A Plom (Student Representative)

CONFLICT OF INTEREST

- N Troghear'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

DEPUTY PRINCIPAL PRESENTATIONS

Student Engagement and Wellbeing – Clare Jennings-Tyrrell

The college focusing on a restorative environment. A well-managed environment creates a positive learning environment.

Students are being encouraged to 'do and say what we can do' and put words into actions. There is not just an updated PakWay poster, but there is now an entire PakWay site which is an active resource for staff and students.

Staff and students have familiarised themselves with the new PakWay portal will continue to expand on this with Peer Support Leaders who will start to lead sessions and develop strategies.

There is a new behaviour flowchart making expectations and consequences clearer.

There is a Tutor review process going on.

A consultation process has already happened which highlighted:

- The social aspect of Tutor was positive

<ul style="list-style-type: none"> ○ There was a lack of self-belief/confidence of student leaders to lead (from Tutor teachers) ○ There was an issue of phones/phone usage being an issue in Tutor ○ Leadership and belonging need to be developed ○ A general lack of enthusiasm and engagement from junior students need to be improved. ○ Student Leaders will step up into leading PakWay activities and will encourage students to give back to school/community through initiatives. ○ There is an ongoing calendar of events students are involved in. ○ The aim is for student leaders to step up and to empower them to lead. ○ There are clear terms of reference being developed across the school relating to student leadership. ○ Staff has been asked to share their thoughts on the purpose of Tutor. Staff have not been told explicitly that there will be a change to Tutor, but change is going to happen. ○ There needs to be more consistency across Tutor time for all students and to ○ There is a need to tread carefully as Tutor time is not contact time, it is pastoral time. ○ Tutor time will have a name change in due course. <p>N Troughear asked about the process behind the flowchart. It is to work on best practice and for teachers to work further on taking ownership to help develop consistency and reporting of incidents into KAMAR.</p> <p>A Bannister asked if different year levels wanted different things from Tutor. The answer was mainly no but there are ongoing challenges with getting junior students engaged and involved.</p> <p>Pasifika Development – Clare Jennings-Tyrrell</p> <p>Parents want the school to continue to develop the engagement of Pasifika families and students with the college. Accessibility is being encouraged and developed through events, such as Talanoa, Saturday sport, possible Pasifika events after open days, etc.</p> <p>There are lots of junior students stepping up to mirror and learn from the seniors.</p> <p>Pacific Studio – an exciting potential project for 2025.</p>	
<p>MATTERS FOR DECISION</p> <p>MINUTES OF THE LAST MEETING</p> <p>Motion: “That the minutes of the meeting held on 22nd May 2023 is a true and correct record.”</p> <p>Moved: N Troughear/ Seconded: M Williams</p> <p>Carried</p> <hr/> <p>There were no matters arising from the last meeting on 22nd May 2023.</p>	
<p>MATTERS FOR DISCUSSION</p> <p>PROPERTY & FINANCE REPORT</p> <p>The RSM audit letter will be finalised and ratified at the next Property & Finance meeting and will be available to the Board after that.</p> <p>The 2024 charges were presented to the Board.</p> <p>Motion: “That 2024 charges be accepted.”</p> <p>Moved: M Williams/Seconded: A Bannister</p> <p>Carried</p>	

Motion: "That the Property & Finance Report of 31st May 2023 be accepted."

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

Carried

PRINCIPAL'S REPORT

The Report was taken as read.

The Staff Only Day was very positive and well-received. A really useful day.

Mauri Hohepa, our Māori Support & Liaison and our Kapa Haka tutor will take on the role of Māori performing arts in 2024 and will do this on a LAT.

B Merchant presented NCEA results data for 2023. There was a discussion about the potential 2023 NCEA current results and the pass rates versus the amount of students still needing to sit standards this year. There is no clear reason that can be attributed to the downturn in results. At each data point, the average of credits sat are the same each year. More students are being unsuccessful in their standards as compared to previous results. B Merchant is checking data every two weeks.

The HoFs do not seem as concerned as SLT. HoFs are supporting their teachers and acknowledge the many challenges teachers are facing.

There is a possibility that seniors can be kept at school longer to help them get as many credits as possible and not have such a long study leave. This may be necessary to improve the number of credits being achieved by students.

Completion rates are a big concern.

Discussion on NCEA Level 1

There is an ongoing discussion on what is the value of Level 1.

Pakuranga College's reasoning behind moving away from NCEA Level 1 is that:

- Moving away from Level 1 ensures that students are better prepared and more likely to succeed in Level 2
- Subjecting students to three years of intensive assessment is damaging to their wellbeing and to their learning.
- A move away from teaching purely to the assessment; this could improve engagement and enjoyment of learning.
- Learning can continue longer in the year (i.e. study leave will be removed for Level 1 students and more content can be covered)
- A Level 1 standard will be retained in each subject to introduce students to assessment but assessment is not the main focus.
- The majority of Pakuranga College students remain to take Level 2 and Level 3.
- Level 1 is not regarded as necessary for students leaving to get work or an apprenticeship at the end of Year 11.

M Turinsky asked if Year 11s would think Year 11 was not important if Level 1 was dropped.

M Williams said that during his sabbatical he visited a number of schools that had dropped NCEA Level 1 and this had not been problematic for those schools.

B Payne supported giving students more time in Term 4 for their learning and not just for assessment is important.

<p>If the Board is happy for the college to pursue its plan to drop Level 1, M Williams will engage with parents/community and students to move forward with consulting these groups. The Board supports the move to drop Level 1 in 2024.</p> <p>Motion: “That the Board approves the college not offering a full NCEA Level 1 programme from 2024, as per the proposal and subject to consultations with staff, students and the community.” Moved: M Williams/Seconded: N Troghear Carried</p> <p>M Williams asked that the Board approve Pakuranga College continue to be involved in the Donation Scheme in 2024.</p> <p>Motion: “That the Board wishes to remain in the government Donation Scheme.” Moved: M Williams/Seconded: A Bannister Carried</p> <p>M Williams talked the Board through the additional window replacements needed in Rae and Rive Blocks to complete those building.</p> <p>Motion: “That the Board approves the additional window replacement work in Rae and Rive Blocks, quoted at \$103.914 to be funded from reserves.” Moved: M Williams/Seconded: N Troghear Carried</p> <p>The formal Annual Plan review will go to the Board in July – the SLT has needed more time to work on this.</p> <p>Updates to two vacancies included in the Principal’s Report: Head of Drama and Head of Faculty, PE/Health have now been resolved. Darren Bowyer-Warner is joining as HoD Drama from Alfriston College and Hazel Pearson-Nutt is becoming the permanent HoF, having been Acting HoF this last year.</p> <p style="text-align: center;">—————</p> <p>Planning and Reporting Policy This has been delayed until the new guidelines are available from the MoE in July.</p>	
<p>SUGGESTED ITEMS FOR 24th JULY MEETING Nil</p>	
<p>GENERAL BUSINESS</p> <p>Trip to China– request from Head of Chinese to approve a trip to China in April 2024 for Year 11 and 12 students. Motion: “That the Board approves, in principle, a school trip to China in 2024.” Moved: M Williams/Seconded: N Troghear Carried</p> <p>Updates to school uniform. Motion: “That the Board approves an amendment to the girls’ school skirt by adding the Pakuranga College logo to it.” Moved: M Williams/Seconded: N Troghear Carried</p> <p>The funding applications ratified at the February 2023 Board meeting that were submitted to the Four Winds Foundation and Trillian Trust are now out of date. This means that the following motions must be ratified:</p> <p>Motion: “That the Board approves an application to the Four Winds Foundation for \$25,000 for the purchase of sports equipment.”</p>	

<p>Moved: M Williams/Seconded: A Bannister Carried</p> <p>Motion: "That the Board approves an application to the Trillian Trust for \$30,000 for the purchase of sports uniform."</p> <p>Moved: M Williams/Seconded: A Bannister Carried</p> <p>N Troughear reported back that there is no money available from the STA for a Waitangi trip. The thought had been to do a combined trip with Pakuranga College, Botany College and Howick College; however, there may be a conflict of interest with Howick College. Trip details still to be confirmed.</p> <p>Discipline Meetings M Williams went through the updated discipline meeting packs and explained that the information has been updated to make it clearer for members attending discipline hearings.</p> <p>Everything must be clearly recorded in the hearing minutes, using the template for suspension hearings.</p>	
<p>MATTERS FOR NOTING CORRESPONDENCE Nil</p>	
<p>IN COMMITTEE AT 9:48PM</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."</p> <p>Moved: N Troughear/ Seconded: M Williams Carried.</p> <p>OUT OF COMMITTEE AT 9:52PM</p>	
<p>IN COMMITTEE ITEMS TO BE RELEASED TO MAIN MINUTES</p> <p>The following motions were passed: "That the Board approves Rahul Chopra, Elmerlie Lafaele and Aron Shao's requests for study leave in 2024, dependent on the outcome of their applications for a study award."</p> <p>"That the Board approves Lauren Muldrew's request for one year's unpaid leave for the 2024 academic year."</p>	
<p>AGENDA ITEMS FOR NEXT MEETING Nil</p>	
<p>MEETING CLOSE AND FAREWELL</p> <p>B Merchant said the Karakia</p>	

There being no further business the meeting was declared closed at 9:54PM.

Signed:



Date: 21st August 2023 (July meeting was not held due to not having a quorum)

The next Board meeting will be held on Monday 18th September 2023