

**MINUTES OF THE MEETING OF THE BOARD OF
PAKURANGA COLLEGE HELD IN THE BOARDROOM ON
MONDAY 18th September 2023 AT 7:00PM**

Present: N Troghear (Presiding Member), J Maclean, J Fletcher,
B Payne (Staff Representative), M Williams (Principal)
M Turinsky – Joined by Google meet
B Merchant (Associate Principal) in attendance

MEETING OPENING / WELCOME

N Troghear welcomed Board members. The meeting opened at 7.00pm.

The Board Members and Board Secretary said the Karakia.

APOLOGIES

A Bannister, P Schmidt, A Plom (Student Representative), A Kefu

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

Presentations

People and Pedagogy – Kelly Bigwood

We continue in the Learning Phase for the Teaching to the North-East monitoring tool. HOFs have assisted coaches in their classrooms and coaches are now beginning to use the tool with the wider staff. The monitoring tool aims to tell us how students are experiencing relationships, how frequently they are using high impact teaching practices, tell us about student experiences and the patterns of interactions.

Māori Development – Kelly Bigwood

Through Whānau Tutor, Whānau Hui, Kapahaka, Noho Marae and bringing Farm Cove Intermediate students to the school we are building authentic opportunities for leadership, belonging and partnership with whānau.

Term Four we aim to collect baseline data through our work with Laurayne Tafa where they use Russell Bishop's Culture Counts methodology to gather student, whānau, teacher and leader voice to capture lived experiences of Māori at Pakuranga College.

Pakuranga Curriculum – Lucy Tomlinson

Literacy

- Across school core class focus working well. Overall improvement in Year 10 results of one sublevel and Deep-thinking (Excellence level) improvement of two sublevels. Recent feedback is teachers requesting extra drop-in centre to learn more literacy strategies. A desire to want to learn more strategies and how to apply in classrooms. Vocab and paragraph model started well.
- Results are as predicted from Numeracy & Literacy co-requisite as readiness tool and grade level anticipation for success working well from pilot 2022. NZQA provide students with individualised feedback but as a school we cannot access – not helpful to assist any students with NA and programme design.
- Literacy specialist working in extra Literacy class and with targeted students.

NZ Refresh and NCEA changes

- Model simplified from 15 to 4. Rubrics for these habits have been written in 'student speak.' The Māori Development team have helped us look at design with a mātauranga māori lens
- Heads of Faculties and leadership teams are working on their Year 11 course for next year using a model which encourages them to think beyond the constraints of assessment from NZQA and about what might and how might a Year 11 Course look for students of Pakuranga College without losing the essential foundational learning needed at each level.
- Work has started on the creation of a system for Year 11 credentialling with next steps to discuss with Heads of Faculties.
- Kahui ako participating in Kōkiritia Marataunga: A Networked Curriculum Community. This provides us with up-to-date information on NZ Refresh and NCEA changes and an opportunity to provide feedback to the Ministry about the direction of the Refresh and what is needed by schools to achieve change.

Mana ōrite mō te mātauranga Māori, incorporating a Māori worldview with teaching and learning programmes

- Continuing to build on staff learnings of belonging for all through whanaungatanga and building relationships through Teaching to the North-East. Recent example is Mohammad Khan who as part of Te wiki o te Reo Māori shared work from students in Year 10 Product Design Technology
- Ngai Tai ki Tamaki have organised an iwi engagement hui for Principals and Senior Leaders on Tuesday 3rd October which Lucy and Clare will be attending.
- Working with Pita Turei engaged with a focus on Pacific navigation narratives. This will ensure we do not use the stories of mana whenua.

Reporting – Larrain Barton

- Group conference happened in week 7.
- Inherently has challenges around seeing the students and caregivers we most want to see / students who are most at risk of not achieving.
- Follow-up continued afterward but with time the urgency around that depreciated for deans and tutors.
- Engagement reports devised as a means to communicate “live” data to parents around engagement and achievement.
- Sent 2-weekly from week 8 through to Week 4 of term 4.
- Warm response from parents

The Pakuranga Way – C Jennings-Tyrrell

The PAKWAY

- Working to further embed and embody language & concepts of the PAKWAY in everyday practices
- Term 4 tutor programme: weekly PAKWAY activities (student-led), PAKWAY challenge to end the term
- School-wide activities to support: eg. “Hack Week” (A: Always be ready to learn), “RAK Week” (Kind and respectful)
- PAKWAY slips launched
- Looking ahead: language & concepts in restorative practices, disciplinary documents, Year 9 start-up 2024.

Tutor Programme: 2024

- Activities & resources in final stages of preparation for 2024
- Termly concepts: PAKWAY, involvement & connection, wellbeing, giving back
- Tuakana teina model, role descriptors
- Training: end of 2023 and termly leadership training 2024
- Looking ahead: consult with staff in Term 4 on the name of tutor & Peer Support and how this reflects the purpose + feedback on programme/resources

Leadership

- Rahul Chopra appointed to work on strategies for leadership across the school
- Kaiako and ākonga from each council have shared practice, explored the purpose of each council, and how to foster leadership within these
- Focus to provide development and opportunities to the younger members of the councils and move our Year 13 leaders into a mentorship role
- Terms of Reference for 2024 now in progress incl. leadership structure and purpose
- Dec 5th and 6th 2023 = leadership training for all 2024 leaders
- 2024 = Leadership Training Programme x2 per term

MATTERS FOR DECISION

MINUTES OF THE LAST MEETING

<p>Motion: “That the minutes of the meeting held on 21 August are true and correct record.”</p> <p>Moved: N Trougher/ Seconded: J Fletcher</p> <p>Carried</p> <p>Matters Arising</p> <p>There were no matters arising from the last meeting on 21 August 2023</p>	
<p>MATTERS FOR DISCUSSION</p> <p>PROPERTY & FINANCE REPORT</p> <p>Reports indicate that we are on track, and there is nothing of concern.</p> <p>Carol Stephenson is working on our financial forecast. It will be ready for M Williams by the end of the school break ready for presenting to the next Finance sub-committee and the Board meetings. This is important to give a strong indication of where we will be at financially at the end of the year.</p> <p>Motion: “That the Property & Finance Report of 30th August 2023 be accepted.”</p> <p>Moved: M Williams /Seconded: J Maclean</p> <p>Carried</p> <p>PRINCIPAL’S REPORT 21st August</p> <p>Latest NCEA data is showing a small upward trend, encouraging but not enough to get results up to the level we would want.</p> <p>Two recent resignations</p> <p>Frank Woodward has decided to retire.</p> <p>Jordyn Kiriona has resigned – moving out of Auckland.</p> <p>The Reports were discussed and taken as read.</p> <p>Motion: “That the Principal’s report from 18 September 2023 be accepted.”</p> <p>Moved: M Williams /Seconded: J Maclean</p> <p>Carried</p>	
<p>SUGGESTED ITEMS FOR 30th OCTOBER MEETING</p>	
<p>GENERAL BUSINESS</p> <p>The Board and SLT will take a joint trip to Waitangi to strengthen how we are acknowledging Te Tiriti. Date confirmed for 4/5 November N Trougher to e-mail all and get finalized numbers and will then book accommodation and Treaty grounds tour.</p> <p>Drive up Saturday Morning (Car Pooling), tour of treaty grounds, Dinner, stay the night, free to revisit treaty grounds and then return to Auckland.</p> <p>Girls uniform</p> <p>Discussion of the girls uniform in particular the knee length skirt, which is often far too short. The long skirt option we introduced looks far better. Maybe we should look at phasing out the knee length option.</p> <p>More debate needed</p>	

<p>MATTERS FOR NOTING</p> <p>CORRESPONDENCE</p> <p>All correspondence that is operational and can be done under the Principal's delegation is dealt with in that way. Other correspondence is dealt with by the Presiding Member and if the whole Board needs to know, then that correspondence is circulated. Bigger issues are reported on through the Board Operations.)</p>	
<p>IN COMMITTEE AT 8.43 PM</p> <p>Motion: "That the Board and B Merchant go 'into committee' to discuss matters relating to Members and students and matters 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: B Payne</p> <p>Carried.</p> <p>OUT OF COMMITTEE AT 8.50 PM</p>	
<p>IN COMMITTEE ITEMS TO BE RELEASED TO MAIN MINUTES</p> <p>The following motions were passed:</p> <p>"That the Board approves Olivia Sanders application for 1 year's refreshment leave in 2024."</p> <p>"That the Board approves Charlotte Bass's application for 1 terms refreshment leave for term 3 in 2024."</p> <p>"That the Board approves Gary Brinsden leave application for 9 days in 2024, The principal to negotiate the proportion to be paid leave and the amount of unpaid leave."</p> <p>"That the Board approves Kalpana Patel's long service leave."</p>	
<p>AGENDA ITEMS FOR NEXT MEETING</p>	
<p>MEETING CLOSE AND FAREWELL</p> <p>The Board said the Karakia</p>	

There being no further business the meeting was declared closed at 8.51PM.

Signed: 

Date: 18th September 2023

The next Board meeting will be held on Monday 30th October at 7.00pm