

**MINUTES OF THE MEETING OF THE BOARD OF  
PAKURANGA COLLEGE HELD IN THE BOARDROOM ON  
MONDAY 30<sup>th</sup> OCTOBER 2023 AT 7:00PM**

**Present:** N Troghear (Presiding Member), J Maclean, (Parent Rep)  
B Payne (Staff Rep), M Williams (Principal), M Turinsky (Parent Rep)  
A Plom (Student Rep) – Joined by Google meet,  
B Merchant (Associate Principal) in attendance  
C Dennis (Board Secretary) in attendance

**Apologies:** A Bannister, J Fletcher, P Schmidt, A Kefu

**MEETING OPENING / WELCOME**

The meeting opened at 7.05pm with the Karakia, led by Mike.  
N Troghear welcomed all Board members, who introduced themselves to Candice - new Board Secretary.

**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

**MATTERS FOR DECISION**

**MINUTES OF THE LAST MEETING**

**Motion:**

"That the minutes of the meeting held on 14<sup>th</sup> September are true and correct record."

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

**Carried**

**Matters Arising**

There were no matters arising from the last meeting on 14 September 2023

## MATTERS FOR DISCUSSION

### PROPERTY & FINANCE REPORT

Mr Williams presented the year end financial forecast which was discussed around the table. Overall things are looking very positive, and we will end the year well.

Clive Daniels, Director of Sport is seeking approval for a Trust Grant Application which was approved by the Board.

**Motion:** "That the Property & Finance Report of 11<sup>th</sup> October 2023 be accepted."

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

**Carried**

**Motion:** "That the Board approves an application to the Four Winds Foundation for \$25,000 for the purchase of Sports Equipment."

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

**Carried**

### PRINCIPAL'S REPORT 30<sup>th</sup> OCTOBER

Mr Merchant provided the latest NCEA update:

- Year 11 our biggest concern. Parents are having a similar experience at home, struggling to get their kids motivated.
- Year 12 and 13 is pleasing, considering the disruption we have had this year.
- We have seen more students this year leave school earlier which will also affect our final results.
- Based on the new Leavers Data that we have received; we now have a closer comparison to schools who are on the same social economic base as us and are able to compare like with like.
- We rank very highly in pass rates out of the 14 schools.
- Pakuranga College ranks number 1 in retaining our students the longest!
- Although some areas of concern, overall, we are doing really well.

Attendance:

The Big Blitz on lateness has been successful. 200 plus students arriving late per day has reduced to 30 – 40 students daily.

Pastoral review:

We are going to stay vertical, will need to include some resource spending in the next budget. A system reset is needed. Things have changed, and so our systems need to change accordingly.

Waitangi Trip:

Still going ahead. Meeting time and transportation arrangements to be finalized with attendees.

Giving effect to Te Tiriti was the number one thing that needed to be focused on after this weekend.

Strategic Plan:

Community consultation was discussed. More to follow in this area.

ERO:

Visiting us soon; school evaluation indicators no different to what we have done previously.

Staff Update:

- Barbara Scott and Bachoo Bookwalla will be retiring after many years of service to the school.
- Erica Hu and Kalpana Patel have resigned and will be leaving in November.
- Colleen Hayter and Olyvia Hong have resigned and will be leaving at the end of the year.

**Motion:** "That the Principal's report of 30<sup>th</sup> October 2023 be accepted."

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

**Carried**

**Motion:** "That the proposed 2024 Term Dates be accepted."

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

**Carried**

## **SUGGESTED ITEMS FOR 4<sup>th</sup> DECEMBER MEETING**

- To focus on Planning reporting of the NELPS and giving effect to Te Tiriti.
- International policies to be reviewed.
- Feedback from Waitangi weekend away.
- Revisit the idea for Board meeting dates early in the new year + strategic planning.

## **GENERAL BUSINESS**

None.

## **MATTERS FOR NOTING**

### **CORRESPONDENCE**

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.)

## **IN COMMITTEE**

The Board went into committee at 8:35am.

### **Motion:**

"That the Board, Mr. B Merchant and Mrs. C Dennis 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."

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

**Carried.**

OUT OF COMMITTEE AT 8:52pm.

## **IN COMMITTEE ITEMS TO BE RELEASED TO MAIN MINUTES**

### **The following motions were passed:**

"That the Board approves the maternity leave request for Nicole Hampton, her last working day being 26<sup>th</sup> January 2024."

"That the Board approves the maternity leave request for Ellysa Mulcahy, her last working day being 8<sup>th</sup> March 2024."

"That the Board approves the maternity leave request for Candice Middleton, her last working day being 1<sup>st</sup> April 2024."

## MEETING CLOSURE

The meeting closed at 8.55pm with the Board saying the karakia.

Signed:



N. Trougher – Presiding Member

Date:

04/12/2023

*The next Board meeting will be held on Monday 4<sup>th</sup> December at 7.00pm*