

MINUTES OF THE MEETING OF THE BOARD OF PAKURANGA COLLEGE HELD IN THE BOARDROOM ON MONDAY 13th MAY 2024 AT 5:30PM

Present: N Troghear (Presiding Member)
A Bannister (Parent Rep)
J Maclean (Parent Rep)
M Turinsky (Parent Rep)
J Fletcher (Parent Rep)
A Kefu (Parent Rep)
A Plom (Student Rep)
P Schmidt (Parent Rep)
B Payne (Staff Rep)
B Merchant (Acting Principal) in attendance
C Dennis (Board Secretary) in attendance

MINUTES

MEETING OPENING / WELCOME

The meeting opened at 5:35pm with the Karakia and N. Troghear welcomed all Board members.

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, a Staff Representative on the school Board of Botany Downs Secondary College and as a parent of an employee at Pakuranga 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 his wife Jewel being an employee of the Sowers 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 Board approves the minutes from the Board meeting of Tuesday 26th March 2024 as a true and accurate record."

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

Policy Review:

There were no policies due for renewal at the May Board meeting.

Student Elections:

The expected time frames for the upcoming Student Representative Elections to be held in September 2024 will be discussed once NZSTA has released their preferred election date.

Motion:

"That the Board approves the election of Mellissa Cockerell - DP's Assistant, as the Returning Officer for the Student Representative School Board Elections."

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

Proposed Commerce USA Tour 2025:

N Troghear read out the email addressed to the Board, received from Mr. R Chopra, (HOD Commerce) requesting permission from the Board for approval in principle to take a group of students learning Commerce Subjects to USA on a school trip for 10 days in September 2025. The trip would take place during term 3 school holidays and would be subject to having enough students interested in participating (20) with 2 teachers or parents. The proposed USA trip will be a carefully crafted educational journey, spanning 10 days, and will be open to year level 12 and 13. The approval in principle is subject to further approval from the Board once additional information has been presented.

Motion:

"That the Board approve the 2025 Commerce Tour to the USA in principle, to allow for planning to commence."

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

MATTERS FOR DISCUSSION**Property & Finance Report:**

P. Schmidt provided an outline of the two most recent Property and Finance reports. There was nothing significant to report. Property issues are slowly being dealt with. B. Merchant spoke to the current developments. A brief discussion was had around flooding issues and the swimming pool heaters which need replacing. The Ministry is investigating to compare the costs of heat pumps vs boilers.

Motion:

"That the Property & Finance report of 27th March be accepted."

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

Motion:

"That the Property & Finance report of 8th May be accepted."

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

Principal's May 13th Report:

Presented by B. Merchant, the (Acting) Principals report for the May Board meeting including the following reporting areas: Completed faculty reviews; engagement reports; group conferences; attendance; stories behind the NCEA Level 2 and Level 3 statistics; inquiries into the 2023 NCEA results; māori development update; EOTC for term 2; winter sports preview and the upcoming ERO visit.

Questions were welcomed.

The Board briefly discussed the re-introduction of practice exams and went over the 2023 NCEA Results in detail. A robust discussion then followed about the possibility of implementing a policy specifically to address the students who refuse to engage and are not achieving. B. Merchant will explore this further with the Senior Leadership Team and revert back to the Board at a later date.

Motion: "That the Acting Principal's report be accepted by the Board."

Moved: N Troghear / **Seconded:** A Bannister ...Carried.

ERO Preparation:

All Board members completed a group task relating to Stewardship and Governance and Evaluation and Improvement ahead of the upcoming visit from the Education Review Office.

SUGGESTED ITEMS FOR 17 JUNE MEETING

- Emergency plan for flooding
- Pool heating system

GENERAL BUSINESS

N Troghear provided the Board with feedback following her recent meeting with the International Department, and the recruitment for a new International Director was discussed. It was agreed that a Board member would be on the appointment panel if the remuneration was to be above four management units.

IN COMMITTEE

The Board went into committee at 7:02pm.

Motion:

"That the Board including Mr. B Merchant go 'into committee' to discuss matters relating to staff 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: A Bannister / **Seconded:** N Troghear ...Carried.

The Board moved out of Committee at 7:08pm.

MEETING CLOSURE

The meeting closed at 7:10pm.

Signed:


N Troghear – Presiding Member

Date:

17/06/24

(The next Board meeting will be held on Monday 17th June 2024 at 7:00pm.)