



**Papakura High School Seminar Room
BOT Meeting
5.30pm Thursday 25 May 2017
MINUTES**

Present: John Rohs, Deena Howard-Afeaki, Rosalie Freeman, Hina Manase, Aaron Davidson, Beverley Matamua, Peter Goldsmith, Bruce Ritchie, Daniel Newman

Karakia timatanga John Rohs

Apologies

Prior Leave Allen Kukutai, Jerome Mika, Rev. James Matamua

Declarations of Interest

Minutes of Meeting Moved Deena Howard-Afeaki
Seconded Rosalie Freeman

Daniel apologised for his early departure from meeting 6.15pm.

1. BOT Self Review

Learning Support

Head of Learning Support - Linda Diorio

[Slide Presentation](#)

[Learning Centre Report](#)

2. Principal's Report *March / April* - John Rohs

Te Kaunihera a Akonga pictured on front cover of report.

Currently having meetings with L1 teachers, discussing results and visiting classrooms. The reality is if students come to school and do their work it's very hard for them to not achieve Level 1, to date there are a number of classes with very pleasing results. At our next meeting Lisa Mortimer will be supplying the data for the first half of this year that will show some very encouraging results. Our science classes have had a pass rate at over 80%, our maths department, even though a very small assessment, has shown great result.

Our recent Parent Conferences saw a huge increase in parents visiting, although most of these were 'walk ins', it is an enormous improvement on last year and shows that things are moving in our school community with the engagement of our parents being a very good sign.

Certificates are being awarded to 132 students who have maintained 95+% attendance in Term 1, these will be presented at our whanau assemblies this week.

We are fortunate that MOE has given us extra funding for tracking students this year, the local Iwi Ngati Tamaoho also have a tracking system and are working with our students.

PE have picked up the homework club on a Thursday afternoon which is well attended.

Y11 engagement for this cohort has been promising.

Strategic goals related to community are:

- 1 June 2017 welcome arranged for new Principals in our neighbourhood, Charlotte Castle, Derek Linington, Heather Tanner, will be coming with small groups of students and staff. Building on a much stronger and viable relationship with these schools is critical. (BOT welcome to attend 10.15am)
- Lunch for local kaumatua, koroua and kuia
- Information evening to welcome a large number of new families associated with our school so that they can learn a little about who we are. A significant amount have come from overseas.
- We are going to invite student leaders from all feeder schools to do some small leadership programmes with our Kaiarahi.
- New date to be set for community hui.

John moved May report be accepted
Seconded Rosalie Freeman

We are hoping to reach 600 students by the end of term 2. This year to date we have had 70 new enrolments for Y10 - Y13 students from 40 different schools.

The attendance figure in my report is an indicator that we have a significant number in our community with excellent attendance. There are a lot of resources being used to address attendance and lateness, a detention system started during this term. To note there is a significant number of students who have family or family work commitments prior to school.

John moved Paul's report be accepted
Seconded Aaron Davidson

The Rising Foundation report attached to John's report.

3. Report on Finance - John Rohs and Rosalie Freeman

- Draft 2016 Annual Accounts

Rosalie Moved that Delegation of Authority for John and Dee be given to sign off 2016 School Annual Accounts.

Seconded

Hina Manase

4. General business

- Consultation re Implementation of Health Curriculum

BOT have a legal obligation to consult with community every two years and produce a written statement about how the school will implement health education. We will place advert in our newsletter asking parents whether they have any questions regarding the health programme we deliver.

5. Policy Review

- 4.1 Property Management
- 5.4 Sexual Harassment

John approves 4.1 Property Management to remain as it is.

Paul van Etten reviewed 5.4 Sexual Harassment, suggested minor changes be accepted.

Moved that policy changes are accepted with suggested amendments Rosalie Freeman

Seconded

Hina Manase

6. Intervention Review - John Rohs / Deeana Howard-Afeaki

Annual review template has been sent out by MOE to Bruce, John and Dee. Bruce will be writing a positive report and believes that his role will become redundant, however if he remains his next focus will be on our ERO visit.

4pm Monday BOT members who are free and are able to come and assist Dee with completing the review on behalf of the BOT.

7. LSM report - Bruce Ritchie

Congratulations to John for seeing each L1 teacher to discuss results.

8. Trips for Approval

- L2 OED Coromandel (track tbc) 28 May - 29 May
- L3 OED Pureora Forest Park 11 Jun - 13 Jun

John moved trips be approved

Seconded

Rosalie Freeman

9. Principal's Appraisal & Performance Agreement - Bruce Ritchie

- Executive Summary
- Performance Agreement 2017

Noted that John has been appraised against Performance Agreement 2016 to a very high standard.

Rosalie passed a motion that John has had a very successful year and that the Performance Agreement for 2017 has been written and agreed to.

Seconded

Beverley Matamua

10. Correspondence

- **Inward**

01-05-17 Ltr from Kim Lemanu re resignation

- **Outward**

29-03-17 Ltr re 10 YPP preparation

Deeana moved a motion that correspondence be accepted

Seconded

Aaron Davidson

John wanted to bring to the attention of the board the letter to Yellowstone Properties.

Moved

John Rohs

Seconded

Rosalie Freeman

11. In Committee matters

Resolution to exclude the public

Section 48, Local Government Official Information and Meetings Act 1987

Moved that the exclusion of the public from this section of the proceedings of the meeting is necessary to enable the Board of Trustees to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.

Moved that we go In Committee Deanna Howard-Afeaki

Seconded

Rosalie Freeman

Noted that all correspondence was accepted and has been replied to.

Moved that we go out of Committee Deana Howard-Afeaki

Seconded

Rosalie Freeman

Karakia whakamutunga John Rohs

Meeting closed 7.28pm

Next Meeting 22 June 2017