



**Papakura High School Staffroom  
BOT Meeting  
5.30pm Thursday 24 May 2018  
MINUTES**

**Present** John Rohs, Deeana Howard-Afeaki, Matua Allen Kukutai, Peter Goldsmith, Rosalie Freeman, Aaron Davidson, Beverley Matamua, Chris France, Daniel Newman (late)

**Karakia timatanga** Matua Allen Kukutai

**Apologies** Eakalafi Taeiloa, Rev. James Matamua, Jerome Mika,

**Prior Leave** Nil

**Declarations of Interest** Nil

Minutes of Meeting 22 March 2018 moved accepted Rosalie Freeman

Seconded Beverley Matamua

In Committee Meeting 22 March 2018 moved accepted Rosalie Freeman

Seconded Peter Goldsmith

**1. BOT Self Review**

Presentation by: Jacqui Hooks - HOD Mathematics

[BOT Report Maths Department](#)

**2. Principals Report - John Rohs**

The Rising Foundation Report (to be tabled)

The transient students in South Auckland are not new and a difficult issue for us to do much about

Our Junior teaching and learning programme is to undergo substantial changes, discussion with HODs is due to take place next week, have some fairly radical changes as to how we organise our school. With the scrutiny from ERO and the MOE it is vital that we undergo change.

At our next Whanau Hui we want to ask whanau how we can engage with them, the ones who want to and those who don't. There are a lot of fairly tough challenges for us in this area, in particular attendance and achievement but we are not prepared to keep the status quo.

At our next BOT meeting, if we can plan ahead, ERO is coming to join us at 4.00pm, until the beginning of our Board meeting. The following day ERO will want to present their initial findings to the BOT, unfortunately this will be middle of the day and we appreciate this will not be easy for you all to make.

LSM issue - Ted is meeting with John and SLT tomorrow briefly to discuss Sally Dalzell who he believes would be a good choice. There is also resourcing available for a Senior Leaders coach for a fixed amount of time, fixed term (as suggested by ERO). We see this as future focused and we are expecting that there could be interest from aspiring, motivated senior leaders or principals around the Auckland area. We see this as a tremendous support for our staff in engagement of our students and achievement. By the end of this year there will be a published ERO report.

A point to celebrate is that our roll has remained very strong and we are still seeing an increase.

We continue to be concerned about attendance and events that are taking students out of school. Last year, particularly for our seniors, we cut back activities from term 3 and will do so again this year. It is important that we look at more ways for these experiences to happen outside the school day.

Discussion around the need to simplify and streamline the three plans - BOT, Ministry and ERO - into one turn-around / recovery plan.

Angem Din has received a very prestigious award, BOT to write letter to congratulate.

Moved            Johns Rohs  
Seconded       Rosalie Freeman

John moved Principal's Report be accepted  
Seconded       Beverley Matamua

### **3. Report on Finance - Rosalie Freeman**

The annual financial accounts are almost ready to go to MOE - just waiting for the final sign-off from the auditors. We made a small profit in the 2017 year. Karee is going to look into what the drivers were for turning a significant budget deficit into a profit.

Papakura High School Charitable Trust is now operating, can be viewed on our website, there is also an alumni tab which we hope will generate some interest. Finance Meetings moving back to Tuesday morning 7.30am.

Rosalie Freeman moved verbal report be accepted  
Seconded       Deena Howard-Afeaki

### **4. General business**

- a) Request approval to make application to Pelorus Trust for \$5,000 for Hillary Outdoors Camp below (*Taimana - Hillary Outdoors Tongariro 23-28 July*)

*Moved accepted       Rosalie Freeman*  
*Seconded               Peter Goldsmith*

b) Application to apply for funding from Grassroots for \$2,675 to assist with Arts Festival (*approved via email*)

c) Application to apply for funding from Papakura Local Board for \$4,817 to assist with Arts Festival (*approved via email*)

Beverley Matamua - looking to have Pasifika fono for Tongan and Samoan families and has requested that new BOTs should have induction.

## 5. Policy Review

1.1 Curriculum

1.2 Treaty of Waitangi

Deeana Howard-Afeaki moved 1.1 and 1.2 are reviewed after whanau hui - will liaise with Ian Marino-Tauhinu.

Seconded Peter Goldsmith

2.1 BOT Governance Policy Framework

Moved Accepted Daniel Newman

Seconded Aaron Davidson

2.4 BOT Conflict of Interest Policy

Moved Accepted Aaron Davidson

Seconded Beverley Matamua

2.5 Review Policy

2.6 Reporting Policy

2.5 2.6 Chris France to send precedent to Rosalie Freeman for BOT to review

## 6. Trips for Approval

- Taimana - Hillary Outdoors Tongariro 23-28 July
- Te Aoatea - Whakapapa 13-14 June
- Girls Football Tournament 2-7 Sept
- Kahurangi Ki Uta Queenstown 27 Sep - 3 Oct \*\*
- Papakura High School Youth Health Council 11 - 12 May (*approved via email*)
- Kahurangi ki uta 31 Mar - 1 Apr (*approved via email*)

*On trip forms BOT want to clearly see purpose, and what link the trip has to curriculum.*

*\*\*Concept approved but final approval subject to completed RAMS forms*

*Moved trips approved Matua Allen Kukutai*

*Seconded John Rohs*

## 7. Correspondence

- **Inward**

Undated Ltr from MOE re Fale on school grounds  
29-03-18 Ltr from MOE re Papakura Activity Centre  
24-4-18 Ltr from Mrs MacDonald re trees

- **Outward**

23-03-18 Ltr to MOE Isabel Evans requesting urgent meeting re LSM  
04-04-18 Ltr to MOE Alan Curtis re Fale on school grounds  
30-04-18 Reply to Mrs MacDonald  
04-05-18 Ltr to MOE Ted Benton re LSM

Moved accepted  
Seconded

Deana Howard-Afeaki  
Rosalie Freeman

## Karakia whakamutunga

Matua Allen Kukutai

Meeting closed 7.33pm

Next Meeting 28 June 2018

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BOT Chair

Deeana Howard-Afeaki

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Date