



**BOT Meeting
Papakura High School Staffroom
5.30pm Thursday 28 June 2018**

MINUTES

Present John Rohs, Deeana Howard-Afeaki, Rosalie Freeman, Matua Allen Kukutai, Beverley Matamua, Aaron Davidson, Daniel Newman, Paul van Etten, Chris France, Sally Dalzell

Karakia timatanga

Apologies Eakalafi Taeiloa

Prior Leave Rev. James Matamua, Jerome Mika

Declarations of Interest Nil

Minutes of Meeting Rosalie Freeman

Seconded Beverley Matamua

Welcome to Sally Dalzell, Sally expects to be the last LSM in our school and will work closely with Principal, Senior Leadership team and seconded Senior Leader Alison Taylor.

1. BOT Self Review

Presentation deferred Jackie Lauaki unable to present due to ill health

2. Principal's Report - John Rohs

Philippa Kaiser has been appointed Principal's PA and BOT Secretary, she begins at the start of term 3.

We continue to be very focussed on improving student achievement and as such will be working closely with Sally on this, again the attendance, or lack of it, seriously compromises achievement and this is the biggest issue we face. We are currently dealing with this in a number of ways. In the Junior school we are working on an enquiry model that will focus on Year 9s and our Year 10s will go on to start NCEA credits to give them a head start for Year 11.

Jacinta Oldehaver (University of Auckland - Developing Digital Worlds) has been picked up with enthusiasm by a number of staff and many of our teachers are involved in activities that will enhance their practice.

Alison Taylor, (Seconded Deputy Principal) has been appointed and starts at the beginning of term 3. Alison will ultimately assist our Senior Leadership team and staff in an intensely practical way.

Our whanau hui held this week was hugely successful and testament to the work Ian Marion-Tauhinu is doing.

Moved report be accepted Aaron Davidson
Seconded Peter Goldsmith

3. Report on Finance - Rosalie Freeman

Annual Financial Statements have been completed, sent to MOE and forwarded to BOT Folder 28 June 2018, low expenditure last year and a small increase in our roll accounts for a small surplus.

In future a simplified financial report will be provided to the BOT giving a snapshot of where the school is financially.

Moved report be accepted Rosalie Freeman
Seconded Deena Howard-Afeaki

4. General business

- **Whanau Hui 20 June 2018**

Maori community are very clear they want to see a position in our school for a support person with pastoral/academic responsibilities with a focus on raising student achievement. We envisage this support person would be visiting our families, checking that our at-risk students are coming to school, following their NCEA progress and working with other agencies to wrap support around these students. This will be a whanau liaison position, funded initially by monies received from MOE to support NCEA achievement. We believe that it is also important to include Year 10s as in the latter part of this year as we are preparing them for NCEA Level 1 in 2019, and this will require some additional BOT funding. The MOE funding is focussed on current NCEA students only. We are asking for approval from the Board to create this position for term 3 and 4 this year, with a very strong achievement focus which underpins what we want to achieve which is raising the achievement of Maori students in our school.

John requested a motion be passed that the BOT agree to the establishment of a Whanau Liaison person term 3 and term 4, and a top-up of up to \$10,000.

Moved John Rohs
Seconded Matua Allen Kukutai

- **Hall kitchen proposal**

Our current 5YA plan includes the addition of a kitchen to our school hall. However, the school would like to see some alterations made to our school hall that would provide a bigger kitchen space adequate for hiring our hall to local community groups. We are of the view that this would be an asset for

the community and to the school. These modifications are not funded by the MOE monies.

John requested a motion be passed that up to \$50,000 from school reserves be made available for this proposed kitchen development.

Moved Rosalie Freeman
Seconded Beverley Matamua

5. Policy Reviews

- 2.5 Review Policy
- 2.6 Reporting Policy
- 3.1 Personnel Management Policy
- 3.2 Principal Appraisal Policy
- 3.3 Staff Leave Policy (*Deferred*)

Discussion around linking Board Policy, BAS documentation and School Procedures, as per ERO suggestion.

Policy sub-group will be established with Chris France, Rosalie Freeman, Dee Howard-Afeaki and Paul van Etten

Amended policies 2.5 & 2.6, and policies 3.1 & 3.2 approved by the Board.

Moved Rosalie Freeman
Seconded Beverley Matamua

7. Trips for Approval

- 1st XV Rugby Noho at school 22-06-18 (*approved via email*)

8. Correspondence

- **Inward**
25-05-18 Ltr from MOE re LSM Appointee
- **Outward**
25-05-18 Ltr to Angem Din

Moved Accepted Rosalie Freeman
Seconded Deeana Howard-Afeaki

9. In Committee Matters

Dee Howard-Afeaki moved in committee
Seconded Rosalie Freeman

Dee Howard Afeaki, Chris France and Paul van Etten left the room

Rosalie Freeman moved out of committee
Seconded Dee Howard-Afeaki

10. Farewell - Cheryl Inder

The Board thanked Cheryl for everything she has done for them over her four years at the school. She has always been very helpful, reliable, open and welcoming, and extremely efficient. We wish her all the best for the future.

Karakia whakamutunga

Meeting closed 7.15pm