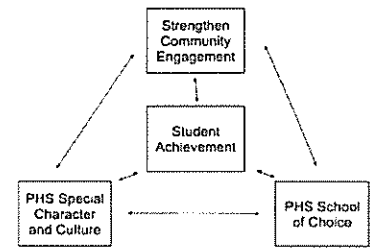




Papakura High School Seminar Room  
BOT Meeting  
Thursday 28 February 2019  
Minutes

Strategic Goals 2017 - 2019



**Karakia timatanga**

**1. Administration**

5 mins

- 1.1 Present: John Rohs, Deeana Howard-Afeaki, Rosalie Freeman, Aaron Davidson, Lexie Ridling, Rachel Laurenson, Beverley Matamua, Rev, James Matamua, Sally Dalzell, Jerome Mika, Paul van Etten, Micah Savea, Matua Allen Kukutai
- 1.2 Apologies Peter Goldsmith, Chris France
- 1.3 Prior Leave
- 1.4 Declarations of Interest - None

**2. ERO**

**2.1 Letter from the MOE - Rachel Laurenson and Lexie Ridling**

Rachel spoke to the Board explaining the reason behind the letter stating Sally Dalzell's wider powers as HR manager for the school. As the decision to reduce the powers of the LSM (from those of the previous LSM) was taken at a regional level and not discussed and gazetted at a National level, it never legally happened. Therefore, these HR responsibilities are being reinstated, with Sally, our current LSM.

The question was asked as to why the letter mentions the new Board needing support, when it is not known who will make up the new Board. Rachel clarified that there is always a period of time for the new board (whomever they may be) to get themselves established and up to speed with all BOT requirements. The LSM operating the HR powers will ensure continuity in the momentum moving forward.

Rachel was questioned as to why there was no consultation about the fact the Sally has been appointed/confirmed in an HR role.

She responded that this was an oversight and consultation probably should have occurred, and she apologised.

The MOE was then asked -

"Can the MOE please clarify the basis for extending/maintaining the LSM's powers to include the BOTs power of human resources/employment matters (HR). The board delegates its power to the principal to exercise on a day to day basis, reserving for itself only the power to appoint and review the principal. If the LSM is taking the BOT's power of HR then presumably they will either:

- a. continue to delegate the powers, as the board has, to the principal; or
- b. retain for itself the powers ordinarily delegated to the principal.

If a, then what is the point of the LSM taking the board's powers? The LSM is doing exactly what the board is doing, so taking the power has achieved precisely nothing.

If b, then does that mean that the MOE is in some way concerned with how the principal has been exercising the particular powers delegated to him by the board? So what specific things is the principal doing with this specific delegated power that the MOE is not happy with? The bonus question was even if there are issues with how the principal has been exercising the boards power over HR, which are serious enough to warrant some form of intervention rather than just some training or advice, how specifically will taking the boards powers and giving them to an LSM result in improvements in student achievement? If the MOE cannot show that we have problems in the way we have been doing things, and cannot show that them taking over the power will have an impact on student achievement, what exactly was the point of the whole exercise?"

Rachel responded that the role of HR is not only about appointments, it is also about managing current staff, and ensuring middle managers are supported in their roles. T

The Board felt that this reply was lacking in any actual substance.

It was mentioned that the cost of an LSM in the school is carried by the school, to the detriment of the budget available for the core business of teaching. As the role of the LSM has been expanded, this will now cost the school even more. There have been ongoing intervention costs since 2010.

Lexie agreed that this was a valid pont, and indicated that the situation would be reviewed in March 2019, as was stated in a letter received by the school from Ted Benton 12 months ago. She told the table that the schedule for the reduction or removal of the LSM was up to the school, in demonstrating increased student achievement.

Lexie and Rachel and Paul left the meeting.

#### **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 to move in committee**

Deeana Howard-Afeaki

**Seconded**

Aaron Davidson

**Moved to move out of committee**

Deeana Howard-Afeaki

**Seconded**

John Rohs

### **3. School & Curriculum Review**

#### **3.1 Report as per workplan**

Chris France met with Whaea Dee, Rosalie and John to discuss the workplan. The suggestion is being made to change the column 'Student Achievement' to 'Raising Student Achievement' which is the focus of the Annual Plan, and thus allow us to keep up to date and monitor progress of this plan throughout the year. Further work to be done on the plan to incorporate the annual plan.

Sally suggested that as there is no meeting in April, and this is a BOT election year, that the Board hold 2 meetings in May. This was agreed - possibly first week Term 2, 2nd May, as well as 23rd, or 9th and 30th May. Decision will be made in conjunction with annual plan updating and board members will be informed of May dates.

### **4. Monitoring**

#### **4.1 Principal's Report (February) and Annual Report 2018**

John first spoke to his February report to the BOT.

SLT felt deflated by the comments in the ERO report. Little or no acknowledgment of the work done by the Leadership team since the damning ERO report from 2015.

Roll on the increase. Steady increase, not as many Yr 9s as had been hoped, but looking as if next year we will have 200+ Year 9s.

Staff generally very engaged with changes happening and generally keen to see improvements. Different level of staff classroom and lesson preparedness. PD sessions much more effective and therefore enjoyable.

A number of new staff this year. Teach First teachers a great success. Most new staff starting to find their feet.

Year 9s this year are a great group, able and willing to learn and more settled.

Papakura Pedagogy very successful.

The Police Academy (3POL) course is small with 14 Year 13 students, but likely to grow in the future. Official launch on Wednesday 20 March, 9 - 10.30am here at school.

Increased roll numbers noticeable - the school used to be a 'ghost town' now noticeably more students.

Now necessary to hold 2 assemblies, one for just Junior followed by one for Senior students - almost as many Juniors as in whole school 3 years ago.

Point was raised that the Board need to be more aware of flags being raised around student achievement, so that Board can be sharper on picking up on problems in achievement.

Depts will be drilling down on results achieved and reasons for poor achievement, if applicable. Depts are in the process of completing reports for the BOT.

This year, Senior students are expected to have achieved credits and have them banked by the start of Term 2. A large number of Yr 11 students are bringing Level 1 credits through from Year 10.

ERO have asked for a staff wellbeing survey to be completed.

## 4.2 Annual report

Very low Level 1 achievement.

Pass rates across all schools at all levels have gone down, due to NZQA reporting methods changing to include all students who were in your school for at least 70 days. This has affected lower achieving schools in particular. Transient students affect pass rates and we have a large number of transient students.

Students coming into the school after the start of the school year often need a lot more support due to factors outside of school as well as the difficulties generally associated with transitioning schools.

In one department, student achievement was particularly low. This is being dealt with by John. Year 10 graduation diploma has been implemented for 2019.

Many different ways of gathering points towards this diploma, including attendance, academic achievement, sitting their PAT and eAsTTle tests, participation in extra-curricular activities, etc. The diploma is called Te Tohu Rangatira.

Expectation is that over 90% Year 10s will graduate with their diploma.

We would like a large Junior graduation celebration at the end of the year to celebrate students' success.

This is the "Year of Delivery".

**Moved to extend the Meeting to 8pm**

John Rohs

**Seconded**

Deeana Howard-Afeaki

Student attendance is being monitored much more closely and will be followed up on.

A further level of middle management has been employed to ensure this process is tightened up, Kaiarahi tuarua.

Kaitohutohu will be meeting whānau next week on Thursday at 3-way conferences.

Junior Wolf-Fisher testing results have been received.

Although junior students are still tracking below national norms, their level of achievement when in the school is moving faster than would have been predicted.

This is a great improvement over previous years when Year 10s were shown to be moving backward in their achievement.

Junior rates of testing are much greater.

Students have been told they are not allowed to go to class if they do not complete testing.

Staff wellbeing - some staff may feel quite overwhelmed by the pressure put on them with all the new changes.

### **Reports Tabled**

2019 Term 1 Attendance

Student Engagement Report 2018

Sally asked what the Board will be doing to raise attendance levels which appear to have dropped over the course of the first few weeks of this term.

## 5. Policy review

Decision made to adopt recommendations made by Policy Review committee:

Remove the current policies around finance and property

NAG4 4.1 Financial Management Policy

NAG4 4.2 Property Management Policy

NAG4 4.3 Capital Items Policy

Replace these with: NZSTA model policies

D4.2 Financial Planning and Condition Policy (to be renumbered NAG4 4.1)

D4.3 Asset Protection Policy (to be renumbered NAG4 4.2)

Remove two further policies which are no longer required

NAG3 3.3 Staff Leave - convert this to a procedure

NAG5 5.7 International Students Policy - no longer a signatory so not relevant.

**Moved** Aaron Davidson

**Seconded** Jerome Mika

Motion to carry over the remaining agenda items to the next meeting.

**Moved** Deeana Howard-Afeaki

**Seconded** Aaron Davidson

## 6. Administration

6.1 Confirmation of minutes

Motion that the Minutes of the November 22 November 2018 meeting be accepted

**Moved** Deeana Howard-Afeaki

**Seconded** Aaron Davidson

6.2 Trips for Approval

1) Te Kura tuarua o Papakura / Kapa haka group (various dates)

2) Samoan Group

3) Waka Ama Secondary Schools Champs.

Motion to approve the EOTC Overnight Trip Proposals that are on the agenda, electronically.

**Moved** Deeana Howard-Afeaki

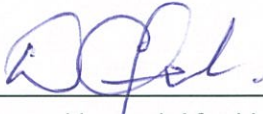
**Seconded** Jerome Mika

Board Secretary to set up electronic approval for the above Overnight Trip Proposals

Karakia whakamutunga

Matua Allen

Meeting closed at 8.05 pm

Signed:   
Deeana Howard-Afeaki

Date: 05/04/19