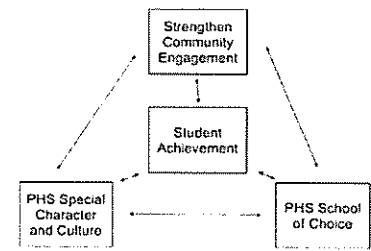




Papakura High School Seminar Room
BOT Meeting
Thursday 22 August 2019
Minutes

Strategic Goals 2017 - 2019



Karakia timatanga John Rohs

Welcome to Kim Hassan, Murray Tume and Kamine Te Rongomau - co-option candidates

1. Administration

- 1.1 Present John Rohs; Deeana Howard-Afeaki, Rosalie Freeman, Moana Ratahi, Enosa Auva'a, Sally Dalzell, Paul van Etten, Troy England, Kim Hassan, Murray Tume, Kamine Te Rongomau, Chris France
- 1.2 Apologies
- 1.3 Prior Leave Nil
- 1.4 Declarations of Interest Nil

All those present introduced themselves and explained their connections to the school and community.

Kim Hassan, Murray Tume and Kamine Te Rongomau introduced themselves to the Board and explained their connections in the community and to the school.

2. School Review

2.1 Pastoral Overview - Troy

Troy presented a slide show to his presentation of the work of the Pastoral and Guidance Team at Papakura High School.

This year we have added an additional layer to the pastoral care team in the whānau system with the appointment of a Kaiārahi Tuarua in each whānau to look after the Junior students within each whānau.

Otuuwaitoa:

Kaiarahi- Loina Tuihalangingie

Kaiarahi Tuarua- Grant Uelese

Te Aparangi:

Kaiarahi- Gail Boyce

Kaiarahi Tuarua- Jo Ella Hura- Tupaea

Kirikiri

Kaiarahi- Nikki Samu

Kaiarahi Tuarua- LeRoy Paul

With the appointment of Amanda (Mandy) Seabrook, we now have two Senior nurses in the school, as Mandy has had a lot of experience working with secondary students before coming to us.

School based Health Services

Sue Iles	Senior Nurse
Mandy Seabrook	Nurse
Michelle Haare	Guidance Counsellor
Josy Whittaker	Whanau support/Social Worker
Kent Christensen	Youth Worker
Michal Noonan	Nurse Practitioner

Some statistics from the School Wellness Centre

Number of Students who have visited the Nurse this year (Jan-Aug 2019)	
Number of visits	2444
Male	993
Female	1451

A number of these recorded visits will be repeat visits. Need to look at a reason for the comparatively low numbers of male to female visits. Possibly due to the fact that we now have two female nurses where we previously had one female and one male nurse.

We have a number of different Support groups who work with students in our school.

Support Group:	Facilitated by:
Fit 60 - Connections Club	Keven and Luke Mealamu
Unity	Youthline
Standing Tall	Youthline
Mates and Dates	Youthline

Continuous transformation for student success

It's All About Me	Youthline
Whakamana Taiohi	Friendship House
Identity	A-OK
The Rising Foundation	The Rising Foundation Grace Kingi
Kia Rangatira	Graeme Dingle Foundation Tamara Elliot
Youth Health Council	Kent Christensen
Hang Tough, Don't Puff	Sue Iles

Students are referred to a group by staff, or self-refer, and progress/success can be measured in a variety of ways, ie a reduction in smoking rates, a reduction in anger incidents in classrooms, and in many other ways, some not always tangible.

For many of our students, a School Nurse is their only Health Care worker.

Parents are kept informed of issues involving their children at school.

The question was asked as to how the work of the Wellness Team aids achievement. This is not always tangible, but it is known that the break down of barriers to learning improves achievement.

The NZCER survey measures the sense of belonging that students have.

There is a big improvement in the results of the survey from 2015 compared to 2019, which indicates that students have a much stronger sense of belonging to the school than four years ago.

The number of Year 9 students agreeing with the statement "I am proud to be a part of this school" has doubled.

The number of Year 10 students agreeing with this statement has also increased hugely.

Allowing students to be who they are is a large part of this. Once students feel comfortable and feel like they belong, learning takes place.

Welcome to Lexie Ridling and Rachael Laurenson - MOE

Rachael and Lexie introduced themselves briefly and then the Board members and others present introduced themselves as the new board members and potential co-opted members have not met Lexie and Rachael before.

Rachael spoke to the role that the MOE have in the school. She mentioned that it is great to see the progress being made in the school and community, as demonstrated by the number of people who applied to be on the Board.

An LSM intervention can begin due to a staffing crisis, which is what happened at Papakura High School in 2014. Although five years is a long time for an intervention, and costs the school

a large sum of money, the positive effect of the intervention does filter through to the students in the classroom and improve achievement.

The cost of the intervention varies from school to school and depends on the involvement level of the LSM, which tends to be more intense at the beginning of the intervention and then reduce towards the end of the intervention

ERO also have a large presence in the school, being here every term. This puts staff under a large amount of pressure. It is also recognised that as soon as one challenge is met, another one is identified and has to be tackled.

Rachael mentioned that hopefully the number of ERO visits to the school can be reduced in the near future, as long as a sustainable improvement can be shown.

Due to the changes in the people involved, LSM, Principal, Board members, and the MOE personnel, it has made it more difficult to keep momentum in the movement in improvement going.

Rachael feels confident that the intervention is showing definite progress.

Lexie explained that Sally's personnel and curriculum powers are with the aim of improving student achievement.

The question was asked - how do we know when the intervention has been successful and can end?

One part of this is the fact that students feel a sense of belonging. Another part of this is an improvement in student achievement. A large amount of data measuring student achievement has been presented to the board at the last few meetings.

The LSM powers have lessened over the time that the intervention has been in place.

ERO and the MOE are looking for sustainable improvement within the school in order that measures that are implemented can carry on once the intervention ends.

Lexie and Rachael will be invited back to the school after the ERO visit in September for a further meeting.

Lexie and Rachael left the meeting.

3. Strategic Discussions

3.1 Student Achievement

Report from Lisa

John spoke to Lisa's report. At the beginning of the year HODs were told that in addition to the internal assessments that take place, they had to offer at least one external paper in each subject. We want to make sure that our students have the confidence that they can succeed in these external exams.

This week we are holding practice exams for all our Senior students. On Monday, the number of students showing up to sit their exam far exceeded expectation, which was very encouraging.

Some subject areas are not yet able to enter credits as the subject are assessed over a longer period of time (Music and Visual Arts).

HODs have been in meetings with DPs to give an explanation as to the reason for the number of credits that students have gained in their subject areas.

The number of students with NCEA Levels 1 and 2 is very pleasing. Historically, Level 2 is good for student achievement as the disengaged students tend to leave school when they turn 16 in Year 11, so students remaining in Year 12 tend to be more focused.

Year 13 students are not doing so well, but results are improving.

The question was asked as to what is needed in order to help the Level 2 students achievement. The main thing is that teachers stay on their case and don't let up. There is a large step up from Level 1 to Level 2 and so some of our students need more assistance to get there.

3.2 ERO visit update

Deeana Howard-Afeaki spoke to the ERO visit today.

The ERO visit in September will produce a public report for the first time since 2015. The feeling is that it was a very positive meeting today. ERO feel that the school has made large improvements. They are looking for tangible evidence of achievement, not only results but also indication of more engagement - such as photos of a Hall full of students sitting practice exams.

3.3 Discussion on the School Charter 2020 - 2023

Rosalie has created a draft document. It is important to capture the voice of the community. We need to ask whānau, students and staff. Surveys could be sent out and then a meeting scheduled for a Saturday to discuss the results. A working group is to be established to create the survey and gather the data.

A meeting to be scheduled for Saturday 19 October 9 - 12 am. A facilitator is to be invited to run the meeting. Suggestions were: Jan Hill, Kate Hall, Jan Robertson and Alan Curtis, who was the facilitator last time and did a really good job.

Questions to be collated so that each group is asked the same questions.

Enosa Auva'a to survey the Pasifika group within the school community.

NZSTA has information about engaging with the community and surveying whānau.

3.4 Draft proposal Year 11 Alternative Programme

A very successful meeting was held, and another meeting has been scheduled for next Monday. We have had a positive response from Tony Tumai on behalf of the Police, Theresa Kirkwood for Ngati Tamaoho has also responded positively as well as xxx

External funding will be sought through the Charitable Trust. The school will also be seeking funding for the project.

3.5 Draft proposal for Attendance Support Co-ordinator.

Board very pleased that the question raised at the last meeting as to how the Board can help with attendance has been answered so promptly.

Motion to refer to the Finance Committee for approval.

Moved: Enosa Auva'a

Seconded: Rosalie Freeman

3.6 2020 Term Dates_- Proposed

Motion to adopt the proposed dates for 2020.

Moved: Enosa Auva'a

Seconded: Deeana Howard-Afeaki

4. Monitoring

4.1 Principal's Report

John spoke to his report.

The formation of the Kahui Ako is a solid commitment of the six schools to improve achievement in all six schools. It was very useful for the SLT team to visit all six schools over two days and listen to what is happening in these schools. A real bond has developed between the schools. The Ministry is funding a position to be the external partner in each COL and we are very fortunate to have Prof. Jan Robertson in this role.

We are still pushing teachers to improve their students achievement.

We have recently appointed a young primary school teacher to help our Year 10s improve achievement. She is proving to be very popular among the students in her class with some of them preferring to be with her over their option classes.

It was very pleasing to see the numbers of whānau attending our enrolment evening. Numbers were the highest for a long time.

The MOE roll prediction for 2020 would appear to be approx. 25 students light as the number is based on our top six feeder schools, but we attract students from 30 different schools in Year 9.

The appointment of a Learning Support Coordinator is very pleasing as it will double the number of teaching hours of our Learning Centre.

4.2 Minutes of the Finance Meeting held 20 Aug 2019

Tracking well for spending for the year.

Schools are not permitted to borrow too heavily (more than 10% of budget) and some have been caught out as leases also fall under this category. However, this is not the case with our school.

KPIs as at 30 June 2019

Tahiti Trip Budget

Students are able to apply for funding.

Motion that the Minutes of the Finance Meeting be approved.

Moved: Rosalie Freeman

Seconded: Nane Lockington

4.3 Health & Safety

H&S report to the BOT

Issue with the cost of water for the school.

Looking into reasons why. Could be due to leaks.

Keith and Karee looking into this.

Delegation of Physical Restraint authority letters for non-teaching staff to the Principal.

Motion to approve the delegation of Physical Restraint authority to the Principal.

To be included in the letter the fact that training in physical restraint must be completed.

Moved: Enosa Auva'a

Seconded: Rosalie Freeman

5. Policy Review

5.9 Child Protection Policy

A meeting was held between Deeana Howard-Afeaki, Rosalie Freeman and Paul van Etten to discuss changes to the above policy.

Motion that the amende Child Protection policy be accepted.

Moved: Rosalie Freeman

Seconded: John Rohs

For Review next month

Health & Safety Policy.

Meeting to be held to discuss amendments to the policy to keep it in line with any changes in law.

Board Assurance Statement.

Meeting held to review the BAS document in time for the next ERO meeting. To be sent to ERO tomorrow, if possible.

Sally expressed her admiration for the BAS document.

Motion to approve sending of the BAS to ERO.

Moved: Rosalie Freeman

Seconded: Deeana Howard-Afeaki

6. Administration

6.1 Confirmation of minutes of previous meeting

Motion to be taken as read.

Moved: Enosa Auva'a

Seconded: Rosalie Howard-Afeaki

6.2 Correspondence

Inward

Resourcing Audit and Review of Attendance Management

2020 Roll Projection Guide

6.3 Trips for Approval

The Rising Foundation 7 - 11 October Camp Adair, Hunua.

Motion to approve the above trip'

Moved: Rosalie Freeman

Seconded: Deeana Howard-Afeaki

YHC - Snow Trip 2019 (Mt Ruapehu)

Motion that the trip be approved.

Moved: Deeana Howard-Afeaki

Seconded: Rosalie Freeman

Request that Karee and/or trip applicants give more information re funding/budgeting of trips.

6.4 BOT co-option vote

Kamine asked for a day to consider whether he would still like to be considered for the Board. He will let us know tomorrow.

Kim Hassan, Murray Tume and Kamine Te Rongomau left the meeting.

Discussion followed around the potential co-opted members.

It was generally agreed that it would be good to have parents of current students on the board for future sustainability of the board.

Motion to offer to co-opt Kim Hassan, Murray Tume and Kamine and Te Rongomau on to the Board until the next tri-annual election.

Moved: Deena Howard-Afeaki

Seconded: Rosalie Freeman

7. Meeting Closure

7.1 Comments on meeting procedures and outcomes

General consensus that the meeting went well.

Thanks to Troy for his Pastoral Care report.

7.2 Preparation for next meeting

Karakia whakamutunga - Enosa Auva'a

Signed:  Date: 25/09/19

Deena Howard-Afeaki, Board Chair