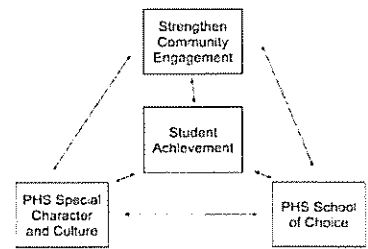




Papakura High School Seminar Room
BOT Meeting
Thursday 24 October 2019
Minutes

Strategic Goals 2017 - 2019



Karakia timatanga

Enosa Auva'a

1. Administration

1.1 Present: John Rohs, Deeana Howard-Afeaki, Rosalie Freeman, Enosa Auva'a, Kamine Te Rongomau, Murray Tume, Kim Hassan, Moana Ratahi, Nane Lockington, Logan Lepua, Beverley Matamua, Logan Lepua, Paul van Etten, Sally Dalzell, Chris France, Lisa Singe, Pauline Cvitanovich, Therese Luxton

1.2 Apologies

1.3 Prior Leave

1.4 Declarations of Interest

2. School Review

2.1 Report from Papakura Activity Centre Lisa Singe

Lisa introduced herself, Pauline and Therese to the Board members.

The ladies were asked what a typical day looks like at the Activity Centre.

The day starts with a karakia. Then the programme starts with curriculum such as Maths, English etc. After a 5 min. break the lessons continue.

Lunch break is taken all together sitting around one large table. The students can chat freely, but guided and "edited" by staff.

The day is interrupted continually by students, parents and outside agencies coming and going and dropping in. For some it is their safe place.

After the lunch break, the Arts are taught.

The Activity Centre is an intervention, it doesn't change students. It is a 10 - 12 week Intervention Programme and after that students are reintegrated back into mainstream school.

Part of the programme is about giving the students mana.

Students need to be taught manners, learning by doing.

Phones are removed from the students at the start of the day. Chromebooks are available, but rarely used by Students. The Activity Centre is a paper and pens/pencil educational facility, not digital.

The question was asked what the success rate of reintegration rate back into mainstream school is.

School is only a small part of a lot of students lives. A lot of students have a lot of stuff going on in their lives and school can be a place where students can relax, be themselves and be loud, which they often can't do at home.

Students have to learn that empathy is not weakness.

Students have to learn to trust and believe, as many have a lot of disappointment in their lives and have been let down many times.

Continuous transformation for student success

When students return to mainstream school, there should be someone who the students can believe in and trust. It might be a teacher, but it could be anyone.

Students from AC returning to school are sent with a report on what they can do, rather than what they can't do. These are 'triggers' for good, positive behaviour.

Students need to be told that they own their behaviour.

Students have to agree to be at PAC, it is a choice.

The Community at and around Papakura High School has changed in many ways, and not always positively.

Therese mentioned the strength of the relationships between the staff and the students at the AC. The best is expected from the students, (Shakespeare, Algebra), and the students rise up to the challenge.

Part of the strength of the Activity Centre is the fact that the teachers can teach in a very unstructured way. This is not possible at a mainstream school, although the teachers are equally awesome.

For some students, their issues and problems are bigger and stronger than the staff.

They are not able to achieve academically, or even return to mainstream school.

Success is not necessarily academic. One measure of success can be the number of students still alive after 10 years as a number are not, and another percentage are in and out of prison.

Perhaps some PD could be found/offered to staff around prevention of student behaviour to pre-empt rather than react to it.

Lisa Singe, Pauline and Therese Luxton were thanked for their presentation and the information they gave to the Board and then left the meeting.

3. Strategic Discussions

3.1 Term 3 Senior Achievement Report

John spoke to the Achievement Report produced by Lisa Mortimer.

Over the holiday period, Lisa put in a lot of work creating a programme that differed from the programme in previous years. Senior students were offered a variety of courses and programmes to enable them to gain credits.

The graphs and data show exactly where students are at the moment as far as gaining NCEA Credits and Levels is concerned.

We are ahead of where we have been in previous years. This year most students are sitting externals, although in previous years we have heard that students don't have the confidence to do so, or just won't show up. This was mainly discredited by the number of students who showed up to the mock exams held last term.

Another pleasing factor is the number of students gaining Merit and Excellence endorsements.

Many students should pass NCEA Level 1, 2 or 3 by sitting and passing external exams.

Current Year 12 and Year 13 cohorts are the last of very small intakes of students.

NCEA Level 2 and 3 are more externally focussed than NCEA Level 1 so current credit numbers/levels tend to be lower than Level 1 numbers.

BoT Copy Decile 1 - 3 Targets (14 October)

This data shows how many credits students have and intervention for individual students. The question was asked as to whether we are meeting or on track to meet targets for NZQA compared to the National Average for decile 1-3 schools. It was also asked whether we are on track to achieve endorsements compared to the National average for decile 1 - 3 schools.

It was explained how students can gain Level 1 NCEA in Year 12, although they might not quite get there in Year 11. Credits can be gained in Term one, which will mean that additional students gain Level 1.

Our achievement levels are better this year than in previous years.

Results are not final until after external exams.

The question was asked as to whether we are on track to reach our targets that were set at the start of the year.

The information is available in a spreadsheet, but it is a very large document and difficult to present in a printed form. We will endeavour to share it on the screen at the next meeting and either John or Lisa will talk to this data and show where we are in relation to the targets set.

The data presented to the BOT this year is based on what has been achieved, whereas in previous years it has been mainly predictive data.

There has been an assurance from the HOD Music that the Music credits will be gained and loaded before Senior students leave. Lower numbers of credits gained so far this year has been explained by the HOD - Combined with the fact that an extremely experienced teacher left the dept. and was replaced by a beginning teacher, the Head of dept was away for over a month at the start of the school year, meaning a beginning teacher was left in charge on her own. This has led to a delay in students gaining credits this year.

3.2 Term 3 Student Engagement Report

Paul van Etten's huge amount of work in producing this information was highlighted.

Overall attendance rate is up.

Term 3 overall attendance rate was the highest since 2009, when records began. John is very strict on students being out of school during this term for reasons other than academic achievement related.

Year 13 attendance is low and not acceptable.

Junior students' attendance is good and improving. Year 9 students come to us from a much wider range of Primary and Intermediate schools than in the past. This has an impact on our attendance.

Overall attendance rates for the year (up to Term 3) are up over 10% compared to previous years.

Numbers of students attending school regularly are up by over 10%. Higher attendance rates will translate into higher achievement.

"Ins and Outs" - students starting and leaving are counted from 11 Feb. This year we have had more students leave us than join us. This is unusual when compared to previous years.

We have less than half the number of leavers with unknown destination compared to previous years.

We have a very strong candidate for the role of Student Attendance and Engagement Liaison. This person has been doing the job at another school.

The person in the role will target individual students as an intervention which should greatly improve attendance levels.

A request was made that the actions listed at the end of the report are reported on to the Board.

3.3 Exploration of special issue or project

3.3.1 ERO/MOE Update

We are expecting the ERO draft report tomorrow. The board will meet to discuss the report when it gets to school, possibly in the presence of an ERO representative.

Date to be confirmed once the draft report is received.

3.3.2 Services Academy Update

On Monday a meeting was held with a number of representatives from the local community, Teresa Kirkwood from Ngaati Tamaoho, Tony Tumai from the Police, Brent Catchpole from the Papakura Local Board, Board members and SLT members and Eparaima Paratene.

In light of this meeting, the position title has been changed to Manager of Services Academy.

Eparaima will need support from others to manage and run the Services Academy.

This will be run as the alternative Year 11 programme, designed to 'rescue' those students who will not graduate from the Year 10 Te Tohu Rangatira programme. 25 from the 40 non-graduates will be placed in the programme.

It will be a tightly structured programme with Literacy and Numeracy components and with support and intervention from outside agencies.

There will be three possible outcomes: 1) Transition into mainstream education, 2) go on to another Services Academy 3) Leave school and go into gainful employment.

For the remaining 15 students alternatives are being sought. We are working hard to see if some of them can't graduate. Some will go into alternative education. If another opportunity were available, we would try to offer them another Academy/Pathway.

Motion to appoint Eparaima Paratene as Manager of the Services Academy.

Moved: Deena Howard-Afeaki

Seconded: Enosa Auva'a

Carried.

3.3.3 Other staffing

Student Attendance and Engagement Support Liaison.

One outstanding candidate. Qualifications match our criteria exactly.

Director of Pastoral Services.

Troy was interviewed today and offered the position.

Troy has done an outstanding job working with the pastoral care team this year.

The creation of this role will enable the three DPs (with Kelly Peterson's return to school) to focus on curriculum and academic achievement.

Two further staffing changes: HOD IT, Vai Tuhoe, will be moving to the South Island and HOD English, Mark Lendrum, is moving into an RTLB, role based at Pukekohe Intermediate.

New HOD Maths, Anusha Soupen, was at school today. She is starting on 18 Nov and will be ready to lead the Maths department at the beginning of next year.

The process of replacing staff at school was explained to the Board. A resignation is received, the position is advertised online in the Education Gazette. Interviews are held and a new staff member is appointed.

The board is not involved in the process of appointing staff below the level of DP, it is a procedure, not a policy. The process is delegated to the Principal.

Staff are made aware of staff leaving and being appointed at staff brief, the Board is informed as an FYI.

In future, John will include staffing changes in his report to the Board.

3.3.4 Strategic Goals

Murray spoke to his ideas around support for students, staff and the community.

Students need the support.

Supporting Staff development is around developing the Papakura Pedagogy.

Strengthen Whanau Engagement is around supporting the community.

Supporting students is embedded in all the points.

Teachers need support/PD to be able to support students. This was something mentioned by Lisa from the Papakura Activity Centre - staff PD.

The strategic goals are used to create the three year plan. The question was asked as to how parents/whanau can have input into this.

Board role - Trustees are sitting in a helicopter. They tell the helicopter where to go, it is up to the Principal as to how we get there.

The goal - Supporting Staff Development - is an action, not a strategic goal. Needs reworking. The workshop with Alan Curtis was around this, and a lot of care and attention was focussed on the wording of these goals.

Deanna Howard-Afeaki left the meeting.

Suggestion was made that SLT are looked at as a separate entity. Kahui Ako also very important part of this.

PHS - School of choice. Needs to be pursued - definition of choice - for whom?

Engagement and Reporting strategy need to be worked on.

Staff have been asked to give feedback on the draft goals.

We are not yet in a position to determine the goals.

We need the ERO report in order to determine the goals as well as the staff feedback.

The board determine the strategic goals and then hand over to the Principal to create the three year plan.

The four goals around the central goal, Student Success, will lead to the main goal which is Student Success. After a very productive discussion at the meeting on 12 October, the wording was changed from Student Achievement to Student Success as Success can be different things whereas Achievement is usually taken to mean academic.

The Board will feed their ideas into the draft strategic plan so that it is ready for development of the three year plan by November if possible, but definitely by February.

Discussion followed over the definition of Whanau vs Community engagement.

4. Monitoring

4.1 Principal's Report

John spoke very briefly to his report. There has been discussion about most items in the report already.

Motion that Principal's report be accepted:

Moved: Enosa'a Auva'a Seconded: Kim Hassan

4.2 LSM Report - no report for this meeting.

4.3 Health & Safety

Moved that the Health and Safety report presented to the Board be accepted

Accepted.

5. Policy Review

N5.2 Complaints and Concerns Policy

Rosalie spoke to the amendments made to the policy. A number of actions included in the Policy, making it more of a procedure.

Motion to adopt amendments to the Policy

Moved: Rosalie Freeman Seconded: Enosa Auva'a

1. Recommendation to renumber NAG 5 Policies

Old	New
5.3 (Complaints Policy)	5.2
5.8 (Physical Restraint)	5.3
5.9 (Child/Student Protection Policy)	5.4

Motion to adopt the new Policy numbers as above.

Moved: Rosalie Freeman Seconded: Enosa Auva'a

2. Treaty of Waitangi Policy - under review

Whanau discussion group. Kim keen to be involved.

Paul van Etten left the meeting

6. Administration

6.1 Confirmation of minutes

Moved to accept the minutes with amendments as discussed.

6.2 Correspondence

6.3 Trips for Approval

Ratify email approval of Kapa haka end of year trip to Rotorua.

6.4 Board Training

Maximum of 2 hours in length.

Either separate meetings or pre board meetings.

Suggestion was made that NZSTA run Board training.

Enosa would prefer to meet earlier on days when there is a board meeting, perhaps at 4.00pm

Murray agreed with this suggestion.

Feedback to Chris as to what should be included in this training.

This will take place before the next meeting.

Sent NZSTA information to Sally.

6.5 Board Communication

Kootuitui will assist with training for google drive and calendar.

Suggestions to be made as to when this should take place.

6.6 Tahiti Trip

Vai Tuhoe who has been the driving force behind this trip, with some support from staff and strong support from some whanau.

Vai's family were very involved with the arrangements on Tahiti.

The recommendation is made that the school withdraw from the trip as without Vai, it will be difficult for this trip to go ahead. Money paid by families to be returned and money earned through fundraising to be held in trust for next trip.

An opportunity arose for Vai to get a new position close to his wife's family in Central Otago. As such positions are not often advertised, Vai felt he had to apply.

Motion to cancel trip.

Moved: John Rohs Seconded: Beverley Matamua

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.

In committee.

Motion to move into Committee

Moved John Rohs Seconded Rosalie Freeman

Moved out of Committee

7. Meeting Closure

7.1 Comments on meeting procedures and outcomes

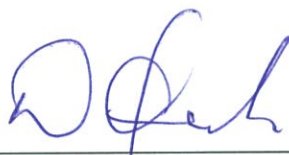
7.2 Preparation for next meeting

Karakia whakamutunga

Enosa Auva'a

Meeting finished at 8.30 pm

Signature: _____



Deeana Howard-Afeaki

Date: _____

