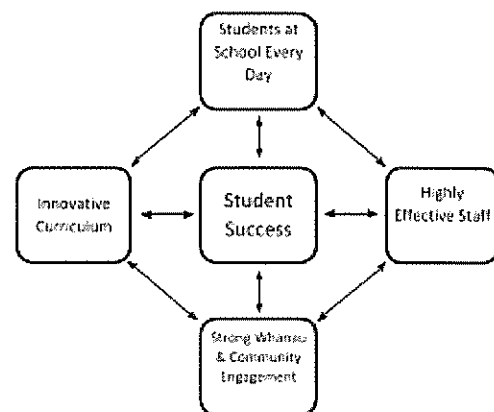




Papakura High School Seminar Room  
BOT Planning Meeting  
Thursday 13 February 2020  
Minutes



Karakia timatanga Deeana Howard-Afeaki

## 1. Administration

- 1.1 Present: John Rohs, Deeana Howard-Afeaki, Rosalie Freeman, Nane Lockington, Kim Hassan, Murray Tume, Beverley Matamua, Logan Lepua, Sally Dalzell, Chris France, Kamine Te Rongomau, Moana Ratahi, Paul van Etten, Lisa Mortimer
- 1.2 Apologies: Nil
- 1.3 Prior Leave: Nil
- 1.4 Declarations of Interest: Nil

## 2. BOT Update

### 2.1 Roll growth.

Large increase in student numbers, particularly Year 9s. As of today we have seen 238 year 9 students. There are 7 classes with 30+ students in them. We are close to having to create an 8th class at this year level, but this is problematic as it is not a case of just one teacher teaching the class, but a bit of everything. We have seen a total of 744 students across all year levels, so are getting close to our target of 800 students, which should be reached by next year.

### 2.2 Services Academy

Up and running. Away on camp this week. From reluctant students to keen recruits in a very short time largely due to Eparaima's personality.

### 2.2 NCEA results

At this stage NCEA results are still preliminary. Almost 20% increase in Level 1 achievement compared to last year. We are just 1% shy of achieving the average result for decile 1 - 3 schools. 54% achieved Level 1 at Papakura High compared to 55.1% nationally.

For Level 2 the achievement level has been raised from 49% in 2018 to 65.5% in 2019, which again is only just over 1% below the national average for decile 1 - 3 schools, 656.5% compared to 67%.

However, we are not going to be satisfied with being at the same level as the national average, we are aiming to be better than average.

In 2015 we had a dismal rate of achievement for our Maori students. Level 1 was 23%. Last year the achievement rate was 54.8%, which is a significant increase.

The improvement rate for Pacifica students has also seen a significant increase, from 36.5% to 53.5%. Level 2 rates have also greatly improved over the same time frame.

Level 3 achievement rates are still a work in progress and there has not been the same level of improvement. However, we are aware of this and working on it.

The comment was made that a large amount of work has gone into the students, and the students have also worked really hard to gain this level of achievement. It was also mentioned that the reporting to the BOT in November was an accurate reflection of students achievement, which was not the case in previous years.

### **3. ERO Discussion**

Last Thursday, John Rosalie and Dee were invited to the ERO office for a discussion.

Generally, the report is sent to a BOT as a draft version, the school is invited to comment and then, after adjustment, or not, the Report is published.

However, in this case, we were invited to a hui to discuss it. This may have been as a result of the 6 page email sent in response to the draft report.

The comment from the ERO office was that this was the hardest report they had ever had to write, possibly as a result of the push back from the BOT.

At the hui, we requested more minor changes to the report, which were granted at the meeting.

There will be more visits to the school in 2020, although not to the degree of the visits in 2019.

There will be a review in one years time, which is positive as it will mean that the negative review from 2015 will be pushed off the ERO website.

The current report is a review of the school to September 2019, so does not take into account the strong achievement results and the staffing changes that have been made since then.

The next report will reflect both this achievement and these changes.

ERO explained how they reached the conclusions they did, and the reasoning behind the report and the context in which it was written. When it was explained that a lot of those reading this report do not have the background knowledge to read the report as perhaps it was intended, ERO understood and agreed to make several changes to make it clearer. Highlights of the report will be presented to our community in the upcoming newsletter, with a link to the full report for those who want to read it.

This will make it easier to understand as the report is very intense and contains a lot of information.

### **4. [Strategic Plan vs 3](#)**

Bullet points from the ERO report have been taken and added in to the Strategic Plan so that the Board knows what it has to do in order to satisfy the requirements of the ERO report.

The suggestion was made that the Strategic goals vision should be made visually more engaging.

It would be good to get a poster made incorporating a statement for each of the points which can be displayed all around the school as well as to the community.

It would be wrong to create a strategic plan just around the ERO report, but this is not our intention. The Charter will not be ready by the end of the month due to the confirmed ERO report being received only recently.

It would be wrong to disregard the work done by the BOT at the last planning meeting in favour of basing the strategic plan on the ERO report. The current version of the Strategic plan includes the points from the meetings held at school already as well as key priorities from the ERO report.

Staff have been given a list of students to target for endorsements. 12 months ago, we were discussing students achieving NCEA Levels, but this year we have already started conversations about endorsements. This is a big step forward.

The point was made that we must raise our UE achievement level. Some teachers seem to be unaware of the fact that Literacy credits can be gained at Level 2. This point must be made so that Year 12 students start gaining Literacy credits.

Move that the strategic plan vs 3 be adopted

Moved: Rosalie Freeman

Seconded Deeana Howard-Afeaki

All in favour

## 5. Workplan

The workplan still includes 2019 so that it is clear what has been achieved, and what has to be carried over to this year.

The strategic plan sets the agenda for the BOT meeting for each month.

Each line of the plan is for one monthly BOT meeting. The columns are the various points of the agenda.

The compliance reporting column is for a one line report from the Principal to confirm that the school is complying with legal requirements.

The school review column has been used for a guest from a department of the school to come and present to the school. One thing mentioned by the ERO report was the Careers dept. So it might be of benefit to invite the dept. to a meeting to explain what careers information students are receiving.

The question was raised as to whether the HOD reports would be standardised, as the reporting was very different.

The reporting from the Science dept. was the most clear and easy to understand, as well as presenting the most useful information.

HODs are given a template and the expectation is that it will be used. The information that will be presented to the BOT will be checked before presentation to ensure consistency in the reporting. There was feedback given to HODs after some of the presentations to make

sure that information was given in the same way by each dept. to ensure the information was easier to understand and compare.

The policies for review this year are Governance policies. These are policies for the board. Therefore the board will need to read the policy to be discussed before the meeting and consider whether any changes are necessary.

## 6. Meeting Closure

6.1 Comments on meeting procedures and outcomes

6.2 Preparation for next meeting

All BOT members are to read [G.1 - Board Roles & Responsibilities](#) - before the next meeting.

**Karakia whakamutunga**

**Kim Hassan**

Signed: \_\_\_\_\_



BOT Chair - Murray Tume

Date: \_\_\_\_\_

2 March 2023