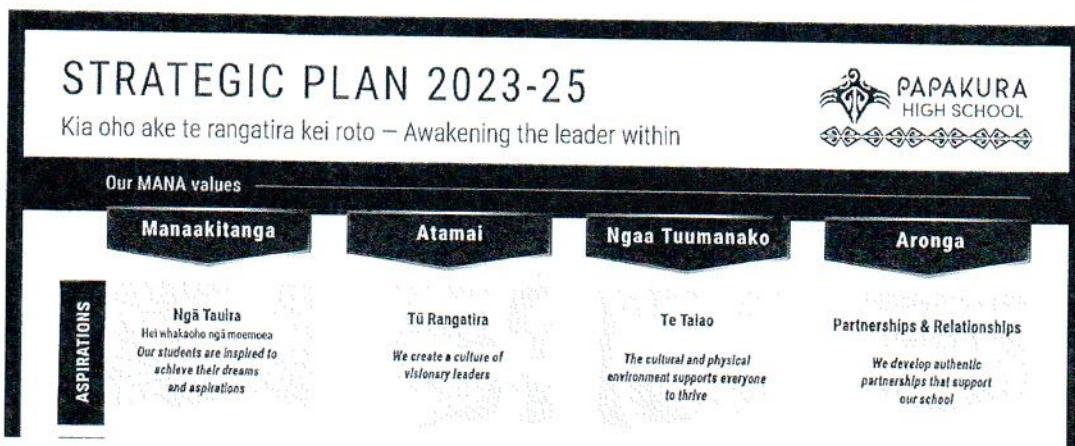




Papakura High School
Allen Kukutai Meeting Room
BOT Meeting
27/03/2024 at 5pm
Minutes



Karakia timatanga

He honore, he maungarongo ki runga i te mata o te whenua
Arohaina ngā teina me ngā tuakana i runga rawa
E te Atua, manaakitia mātou i roto i tēnei kura
Ko koe to mātou Kaiwhakaora
Amine

Welcome guest

Name: Vicky Morgan

Organisation: Planet Youth (Papakura lead)

1. Administration

5:30pm

1.1 Present: Simon Craggs, Michelle Proctor, Maria Taufu, Jacqui Beazley, Beverley Matamua

1.2 Apologies: Ramona Tu'ua, Marama Mae, Tony Kake

1.3 Prior Leave Nil

1.4 Speaking rights to guests - Vicky - report on Planet Youth survey

Motion to give Vicky Morgan speaking rights

Moved: Simon Craggs

Seconded: Jacqui Beazley

480 students were surveyed in August 2023

There are four key domains. Students with positive results in these areas are more likely to stay in school and be successful.

Kia oho ake te rangatira kei roto - Awakening the leader within

Less students in Year 11 were surveyed than in previous years.

Other agencies are very interested in the results of this survey, especially in regards to the Health & Wellbeing outcomes.

The survey is international from Iceland, surveys are carried out around the world but in New Zealand, only in Papakura.

More boys than girls claim to have better mental health and better communication to adults.

Many of the responses/results are common across a large percentage of the students surveyed and not unique to Papakura High School.

How do the results of the survey relate to what the school is trying to achieve and the school's strategic plan?

The importance of having good relationships is highlighted in the results of the use of drugs and alcohol. Why do students/young people feel the need for these? To fill a need?

The data is of benefit to the local community but will only be released with the permission of the participating schools and once the results are amalgamated and guaranteed totally anonymous.

Most survey regions do not include questions of ethnicity as in many cases it is not relevant information. However, for Papakura, this is a very valid consideration and gives valuable insights.

Goal 1 To raise knowledge and awareness in the community about drug and alcohol use

Goal 2 To reduce accessibility

The data could be used to inform the board

1.5 Declarations of Interest - nil

1.6 Confirmation of Minutes of the previous meeting

Moved: Michelle Proctor

Seconded: Jacqui Beazley

1.7 Matters Arising

1.8 Correspondence

1.9 Trips for approval

1.9.1 EOTC Overnight Trip - The Rising Foundation

The question was raised as to numbers of staff accompanying the students.

Many of the activities will be run by staff and camp to ensure staff/student ratios are kept within safe limits.

1.9.2 EOTC Overnight Trip - Duke of Edinburgh

Motion to approve the above trips

Moved: Simon Craggs

Seconded: Michelle Proctor

Kia oho ake te rangatira kei roto - Awakening the leader within

2. Strategic Goals Focus (from GP5.1 Triennial review Process) 6:00pm

2.1 Annual Plan update and Principal's report

2.2 Comments and questions

Students performed exceptionally well at Polyfest. Skylah Turei was a deserved recipient of the Mana Wahine Award for the kapa haka competition.

A trained teacher who has been relieving at the school has been approached to mentor our Year 13 students who are showing signs of disengaging from school - lowering attendance rates etc

Big thanks to all board members who attended the blessing of the Whānau Pou on Monday morning.

Provisional results of the ERO visit to the Rumaki Oranga Reo show positive results of the SLT leadership of the area and work to do in some other areas.

The ERO team was impressed with the students and their desire to learn.

There are a number of new members of the community coming into school to run/help with Pro-Jects and Electives.

Kootuitui has donated \$50,000 for STEAM (Science, Technology, Engineering, Mathematics and Arts) projects.

Roll growth: at the 1st March roll return there were 150 more students than 2023.

Provisional staffing entitlement was 54.3. This is now confirmed as 61.6. We started the year over staffed but are now looking to appoint approx. 5 more staff members, three in the junior classes and two heads of department. This also means an increase of 5MUs and 9MMAs. Classrooms will not be able to be used by only one teacher, they will need to be shared spaces.

The increase in student numbers also means that the school receives more MOE funding.

3. Raising Student Achievement (from GP5.1) 6:20pm

3.1 Updated NCEA results

3.2 Comments and questions

A number of students have now gained their NCEA levels, meaning that we are now nearer to achieving our NCEA goals. Level 3 achievement is still lower than hoped.

4. School Review (from GP5.1)

4.1 Enrolment process

The school is following careful to follow regulations concerning enrolling out-of-zone students. The MOE will not fund classroom spaces for out of zone students. We currently have approx. 40 out of zone students. An additional ballot was held as some siblings of current students were not enrolled before the first deadline.

4.2 March roll return update

4.2 Comments and questions

5. Policy Review (from GP5.1)

6:30pm

5.1 Intro to School Docs (Login: PapakuraHigh, Password: KiaRangatira)

<https://www.schooldocs.co.nz/>

Although there are more Policies, they are easier to review and also easier to share with staff, whānau etc.

The website with log in details will be put on the school website instead of the current policies. The cellphone policy that we have will have to be updated as our current policy allows senior students to use personal devices during breaks and the government will ban this from the start of Term 2.

The wording of the policy will be updated to reflect government regulations.

Moved: Michelle Proctor

Seconded: Beverley Matamua

6. Board Process (from GP5.1)

6.40pm

6.1 NZSTA/Te Whakaroputanga Conference - Wellington 6-9 June

<https://www.tewhakaroputanga.org.nz/>

Early bird registrations close on 1st April. There is a budget for BOT PLD to cover all costs. Michelle Proctor, Jacqui Beazley, Maria Taufua, Melanie Etana are all keen to attend. Will be confirmed tomorrow to be booked. Accommodation to be booked as close to the venue as possible. (Not the Oaks as too expensive). All to stay together.

7. New Initiatives (from GP5.1)

6:50pm

7.1 Whaia te Amorangi update - verbal

On one day, all Whaia te Amorangi staff were away from school leaving one DP to run and teach all students.

This is not sustainable and so the decision has been made to appoint a Head of Whaia te Amorangi. The position has been advertised.

The teacher in the junior Whaia te Amorangi class has resigned. The position will be advertised.

7.2 Update on BOT/HoD/SLT catch-ups

Rebecca McGrath (DP) to attend with HODs from Arts and ENG

7.3 Academic whānau engagement

Low levels of attendance at whānau/student/conferences which are not increasing. The school is looking to do something different to attract more whānau to try to increase engagement.

The day will be set up as a showcase of learning with groups performing etc. Ideas to improve engagement are welcome.

8. Compliance Reporting

7:10pm

8.1 Property Report _Property Report Feb- Mar 2024.docx

8.2 Comments and questions

The ex Kainga Ora house will be made ready over the holidays.

The roof will be repaired/maintained

Work in M block will also start.

There is a landscape plan for the area at the back of the school between the gym and the Kootuitui building.

Quote of \$43,500.00 incl GST for landscaping from Sturt

Motion to engage Sturt Landscapes to carry out the landscaping.

Moved: Michelle Proctor

Seconded: Jacqui Beazley

8.3 Motion to approve the Property report

A request was made to include a report about any areas of concern re the Property Report.

Moved: Jacqui Beazley

Seconded: Beverlay Matamua

8.4 Finance Report

There was no finance meeting as the report wasn't ready

2023 draft report has been finalised.

2023 overall surplus of \$300,000, partly due to late funding coming through.

Some of that money has been spent on the Makerspace.

8.4.1 Finance Summary February 2024

9. In Committee Meeting

7:15pm

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.

Motion to move in committee

Moved: Michelle Proctor

Seconded: Melanie Etana

Motion to move out of committee

Moved: Presiding Member

Seconded: Maria Taufa

10. Meeting Closure

8:30pm

10.1 Comments on meeting procedures and outcomes

10.2 Preparation for next meeting

Karakia whakamutunga

Kia tau, kia tatou katoa.

Te atawhai o tō tātou ariki, a Ihu Karaiti,

Me te aroha o te Atua,

Me te whiwhingatahitanga ki te wairua tapū

Ake, ake, ake,

Amine

Meeting Closed: 8:30pm

Next Meeting: Wednesday 22 May

Meeting actions:

Agenda item	Action	Who	By when	Completed
1.9	Add column to EOTC trip application forms for staff in charge. First Aid cert, full driver licence etc	KSR	ASAP	

Meeting Schedule 2024

28 February 2024

27 March 2024

22 May 2024

Kia oho ake te rangatira kei roto - Awakening the leader within

26 June 2024
31 July 2024
28 August 2024
25 September 2024
23 October 2024
27 November 2024

Signed:  _____ Date: 27/5/24
Presiding member