



**MINUTES OF THE BOARD OF TRUSTEES MEETING
HELD IN THE BOARD MEETING ROOM
TUESDAY 28 MARCH 2023, 6.00PM**

1. WELCOME AND MEETING PROTOCOL

- 1.1** Present: D Kidd (Presiding Member), G Dick (Principal), P Hammond, T Adendorff, R Crean (Parent Reps), A Beggs (Staff Rep), R Anderson (Student Rep), Brendon Wallace (Deputy Principal), A Harrison (Assistant Principal)

Attending: Ruth McDonald (Minutes)

- 1.2** Apologies M Bryan, Mandi Smalley

- 1.3** Department report - Mathematics - Chris Jones presented his report.

- Biggest concern is the number of seniors that don't sit exams, which is disappointing. The kids don't need the exam credits as they already have enough to pass. Only when they have identified that they need to pass external exams for future learning do they sit them.
- At the end of year 9/start year 10 the numeracy curriculum has lowered the assessment level but widened the scope of numeracy (7 areas), including writing sentences and explaining reasonableness of answers). It's challenging to teach the scope of numeracy so they will be able to pass the testing.
- Testing measuring real world numeracy applications (bus timetables, interest rates, graphs etc).
- Can use Read Function when testing so know you are actually testing numeracy knowledge.
- Discussion around compulsory nature of mathematics or subjects that are numeracy rich (what would the criteria for this be?/how many of the 7 areas would need to be ticked off).
- This term with Year 9s, mixed ability groups around money learning. Next term measurement and geometry teaching but around topics that they have chosen.
- Need to consider what the students will not choose to do when semesterisation happens. Concerns that less teaching time may be spent on core subjects if that's an option and it was not compulsory.
- Acknowledged that numeracy can be factored into a wide range of topics to make it more relevant but still need to teach the fundamental skills to be able to continue teaching extended maths to a higher level in senior school. 5 year Plan would not have a huge difference in content but more change with context. Numeracy ties in with lots of other subjects and skills learnt are cross curricular.
- Skills based subject. If you have a skill ie to work out a percentage then you can extend that skill ie, deduct the percentage.
- The Board asked about an integrated perspective and the possibility to tap into other subjects/vary contents/see applicable, real world contexts. Chris explained that this is already occurring to a degree.
- Chris expressed concerns around catch up sessions being required in the semesterised model.
- 2023 Goals - Chris felt that there was considerably more workload, Year 9,10,11. Wait and see what's required in Year 12 and work backwards. Curriculum refresh needs to be finalised. Assessment changes as well. Wait to have things finalised with CSC changes so then able to assess changes. Overall department is working together. 4 predominately maths teacher, 5 others have one or more maths classes.

Grant suggested to the Board that they have some set questions to ask each Head of Department to get a deeper degree of understanding from each HOD. The Board felt this was a good idea.

Examples of questions that could be asked are as follows; What improvements are you making? What is happening as a result of your improvement actions? What evidence do we have? Is this good enough? What do we know about what kids are getting before they come here? What are you doing to support learning/preparing for these changes? What is the vision for your department? What are your annual goals and big picture vision?

2. STRATEGIC DISCUSSION

- 2.1 **2020 – 2024 Strategic Plan** - No change from the draft presented at the meeting on 28 February 2023. Adopted.
Moved: D Kidd *Seconded: G Dick* *Carried*
- 2.2 **Annual Implementation Plan** - Adopted.
Moved: G Dick *Seconded: P Hammond* *Carried*
- 2.3 **BOT Profile in the next newsletter** - Brendon showed the Board newsletter/article statistics in the HAIL programme and took a photo for the next newsletter.

3. MONITORING

3.1 Action List from the last meeting - None

3.2 Financial report

- Financial report was presented.
- Canteen minutes were presented. A Memorandum of Understanding is being drafted. Canteen contents not currently insured so Grant advised that the school is currently covered while sorting things out about ownership.
- Cyclical maintenance - Grant will approach Campbell about moving away from using this resource to paint the gym and hall floor and doing some extras.

3.2.1 Analysis of Variance - Grant presented the AOV report which does not vary significantly from the report presented mid year 2022. Grant will upload to the Ministry.

3.3 Principal's Report

- Grant presented his report.
- Death of a third ex - student. Grant applied to the Ministry who have given another 0.5FTE March to May.
- New furniture in the staffroom, hopefully during holidays.
- ERO - Mike Fowler in today. Look at priorities ERO has set. Just track actions/accountability. He visited a few classes. Very positive about where we are heading and with compliance. Firearms Policy will go up in SchoolDocs.
- Next term - If the industrial action/relief ban continues, the implications are that we might have to cancel trips and some activities, no meetings after 4.30pm and rostered days home for year groups.
- Activities - semesterisation has been set. Now we need to develop a timetable for next year. Next decision is around Activities which are now on Friday afternoons. Discussed staffing for activities is not sustainable or equitable. Activities attendance is around 65-70% (including Year 13s out). Three options were presented to staff with no conclusive response.

Discussion around the worth/value of Activities. Listened to Ruby as a student voice. Lots of sports coaching is by volunteers who are only available after 5pm so not factored into Activities and would continue regardless. Certain aspects have changed since Activities was originally introduced including the Collective Agreement which stipulates time allocations. In terms of the Strategic Plan and students being connected, confident and strong, Activities may contribute to the 'connected' element but only if everything clicks and the teacher and student are invested.

- A Year 9 BBQ was held on 27 March and was very successful with over a hundred students and parents. Will repeat it next year. Also consider the option of a Food Truck evening/Mid Winter gathering in the hall to welcome families into school and build relationships.

3.4 Staff Representative's report - none

3.5 Student Representative's report

Students held their first Council meeting at lunchtime which went really well. They established their purpose and assigned roles. A proposed fundraiser in May for the Rescue Helicopter was discussed. The Council decided where the money where Cyclone Gabrielle would be assigned by presenting four options and voting. The decision was for the funds to go to Federated Farmers. Students like the jackets, more inclined to the Kukri ones.

3.6 **Alternative Education report** - As previously circulated.

3.7 **Property & Health and Safety Report**

- On 24 March, a Year 9 boy received an electric shock by a hand dryer in toilets. Brendon dealt with it and called his Mum. His Mum has since advised Brendon that it may have been faulty for a while and students have been playing around with it. Staff were unaware. Mum has sent Brendon a video of kids touching wires to spark it. Brendon is investigating two issues; the fact that the child received a shock because of vandalism and also how long has it been like that.

- Moved 5YA plan is approved.

Moved: G Dick

Seconded: D Kidd

Carried

3.8 **Policy reviews: Refer to SchoolDocs**

Physical Restraint policies were taken as read and Board approved that proposed policies ensure compliance with requirements set out by the Education and Training Act 2020.

Moved: G Dick

Seconded :R Crean

Carried

RAFS for 3 PE school trips were tabled for Board approval. Board agreed that trips go ahead as per RAFs.

Brendon with share the RAF for Tri Quad exchange

Moved: P Hammond

Seconded: R Crean

Carried

4. **MEETING ADMINISTRATION**

4.1 Confirmation of Minutes, 28 February 2023 Minutes, which were previously circulated, to be signed as a true and correct record.

Moved: P Hammond

Seconded: R Crean

Carried

4.2 Matters Arising - None

4.3 Correspondence previously circulated and taken as read.

Moved: G Dick

Seconded: R Crean

Carried

5. **IN-COMMITTEE BUSINESS**

Was moved that the public be excluded from the following part of the proceedings of this meeting. The meeting then went In Committee at 8:40 pm

Moved D Kidd

Seconded: P Hammond

Carried

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act of Section 6 or Section 7 or Section 9 of the Official Information Act 1983, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows; Student & Staff Personnel matters were discussed.

In-Committee closed at 8.59pm

6. **NEXT MEETING**

23 May 2023 - To meet at 2pm and have a walk around the school premises, followed by a meeting at 3pm. (No staff meeting).

Signed as a true and correct record.



..... Presiding Member