

**Minutes from the Onewhero Area School Board of Trustees meeting held  
Tuesday 25<sup>th</sup> February 2020, 6pm in the Staffroom**

Item no.	Item
1	AR welcomed everyone and this was followed by a karakia.
2	<p><b>Attendance</b></p> <p><b>2.1</b> Present: Aaron Reese, Owein Greaves, Chris Lees, Tina Klay, Cushla Carey, Rima Taua, Rachel Hagan, Simon Craggs, Stacey Ingram (minute taker). Rereokeroa Shaw arrived late – 8:30pm.</p> <p><b>2.2</b> Apologies: Jo McIntosh.</p> <p><b>2.3</b> Declaration of conflicts of interests or pecuniary conflicts – nil.</p>
3	<p><b>Administration:</b></p> <p><b>3.1</b> AR updated board members (that were not able to attend the January meeting), that the appointment of Chair and Deputy for 2020 had been covered off at that meeting however the portfolio allocation had been carried over to this meeting. There was a discussion around the trustee portfolios for 2020, these were agreed as follows:</p> <ul style="list-style-type: none"> <li>(a) Health &amp; Safety: Jo McIntosh, Chris Lees, Simon Craggs.</li> <li>(b) Finance: Owein Greaves, Aaron Reese, Simon Craggs, Cushla Carey.</li> <li>(c) Property (school houses only): Tina Klay (liaison person for Credit Control on Call).</li> <li>(d) Property (school / projects): Owein Greaves, Rachel Hagan, Simon Craggs, Aaron Reese, Cushla Carey.</li> <li>(e) Personnel: All Board members are able to participate, the committee will be formed by the Appointment Committee policy requirement and who is available at the time.</li> </ul> <p><b>RESOLUTION:</b> The Board delegates authority to the Appointment Committee to make decisions on behalf of the Board when recruiting. M. Simon Craggs S. Chris Lees</p> <ul style="list-style-type: none"> <li>(f) Discipline: All Board members except the Principal are able to participate, this will again be determined by the number of members required to attend and who is available at the time of requirement.</li> </ul> <p><b>RESOLUTION:</b> The Board delegates authority to the Discipline Committee to make decisions on behalf of the Board at suspension and other disciplinary hearings. M. Rachel Hagan S. Chris Lees</p> <p><b>3.2</b> Confirmation of Minutes. <b>RESOLUTION</b> That the January 2020 minutes be approved. M. Cushla Carey S. Owein Greaves</p> <p><b>3.3</b> Correspondence - Inwards correspondence:</p> <ul style="list-style-type: none"> <li>(a) Email to Chair received from the Office of the Auditor-General – Report on the results of the 2018 School Audits.</li> <li>(b) NZSTA memorandum – Subject: NZSTA President and NZSTA Board election.</li> <li>(c) Letter from MOE re Property 5 Year Agreement 2016/17 Three Year Budget Review.</li> <li>(d) NZ Education Gazette – vol 98 / number 20.</li> <li>(e) NZ Education Gazette – vol 98 / number 21.</li> <li>(f) NZ Education Gazette – vol 98 / number 20.</li> <li>(g) NZ Education Gazette – vol 99 / number 2.</li> <li>(h) NZSTA News – Nov/Dec 2019, issue 298.</li> <li>(i) AR advised that he had received an additional piece of correspondence and asked for approval to have this added to inwards correspondence. All agreed. AR talked through the correspondence, which was a leave request from Rereokeroa Shaw, advising due to other commitments she was involved with for a competition she would not be able to attend the February or March 2020 Board meetings. AR spoke</li> </ul>

	<p>about the 3 strike rule (regarding members missing 3 consecutive meetings) and the need to apply in advance for leave if required. AR continued that RS had also advised that the kappa haka practice would run to 8pm, therefore if the meetings were still running on her way home she would call in and attend what she could. All approved of the leave to be taken for these 2 meetings.</p> <p>Outwards correspondence – nil.</p> <p><b>RESOLUTION</b> That inwards correspondence be received. M. Chris Lees S. Cushla Carey</p>
4	<p><b>Monitoring and Review</b></p> <p><b>4.1</b> School house report – TK talked through a report she had prepared and summarised status of each school house.</p> <p><b>4.2</b> Whanau report – nothing to report this meeting.</p> <p><b>4.3 Financial reporting</b></p> <p>(a) November 2019 financial reporting was tabled, AR explained that the November report / forecast working capital was in line with the previous month. There was a discussion around the gateway ledger, which meant there was extra money in gateway this year.</p> <p>(b) Draft December 2019 financial reporting was received, the working capital was just under \$200K, the financial position was a lot better than what had been forecasted. AR advised that this amount was a good safety net. SC talked about the budgets being closed off last year and spending was conservative. There was a discussion around this and feedback given to SC to pass on the accountant.</p> <p><b>RESOLUTION</b> That the November financial reporting be accepted and the draft December report be received. M. Cushla Carey S. Owein Greaves</p> <p><b>4.4</b> Policies for Assurance:</p> <p>(a) Equal Employment Opportunities – SC asked to carry this over as he needed to review in more depth.</p> <p>(b) Police Vetting for Non-Teachers was assured.</p> <p>(c) Risk Management – SC asked to carry this over as he needed to review in more depth.</p> <p>(d) Length of School Year – SC assured this policy. He also advised that there was an approved change this year due to the new area schools teachers collective agreement (around teacher only days), as a result the school year had been shortened by 3 days.</p> <p><b>4.5</b> Health &amp; Safety Reporting was tabled. CL advised that there had been a discussion at the end of the H&amp;S meeting held around the coronavirus and international student groups that were scheduled to come. CL advised that it had been reported that a person tested positive for coronavirus from the same province as the next Japanese group due here on the 6<sup>th</sup> of March. SC advised that he was getting his updated information from various organisations to understand what the recommendation was. SC continued that he was going with advice from officials and that there were no official warnings at present. CL asked if there was a policy in place if a student was to get sick whilst here, SC advised that we do have a pandemic policy in place. The Board requested that SC look in to further advice from the right authority to ask specifically around the group due 6<sup>th</sup> March. AR continued that if it did get to a point where the Board needed to make a call based on advice that SC should circulate the information to all Board members.</p> <p>CL advised that they had reviewed the RAMs forms for overnight trips coming up. He commented that the Karangahake Gorge trip was really well documented and this trip was recommended for approval at the H&amp;S meeting. CL continued that JL had looked at the sports trips and that they were low risk, the main risk is the driving involved in the trips – the trip itself was low risk. CL added that at the time of the meeting they felt that the Tongariro trip info didn't have adequate info completed and that they had asked for this to be reviewed and submitted again. This had occurred via email and they were now comfortable with it. There was a brief discussion around volcanic risk and how this should be communicated.</p>

SC advised that he had one notifiable event where a child had stayed overnight at the hospital, the child had been pushed on the slide platform and fell down and then off the slide resulting in a broken arm. SC advised that he had since notified Worksafe to let them know the controls that had been put in place – new signage erected and teachers to enforce the rule that only one student is allowed on the platform at a time.

**RESOLUTION** That the Health & Safety reporting be received. M. Chris Lees S. Simon Craggs

**4.6** Overnight & potentially hazardous activities / trip proposals – CL had summarised the H&S review in the earlier agenda item. CL confirmed that it was agreed the H&S committee felt all 4 trips could go ahead based on the information provided to them at the meeting and the updated RAMs for the Tongariro trip viewed after the meeting.

- (a) OEL Unit Standards 425 Experience tramping and 426 Experience camping (YR 12 Outdoor Education in Leadership) 25<sup>th</sup> to 27<sup>th</sup> March. Dickies Flat, Karangahake Gorge. Submitted by Kramer Ronaki.
- (b) Senior Volleyball Nationals in Palmerston North – selected YR 12 and 10 students, 29<sup>th</sup> March to 4<sup>th</sup> April. Submitted by Anke van Dijk.
- (c) Area Schools Coaching Clinic at TeAwamutu (4 students involved) – 6<sup>th</sup> to 8<sup>th</sup> April. Submitted by Anke van Dijk.
- (d) Tongariro National Park, L2 & L3 Geography – 16 – 18<sup>th</sup> March. Submitted by Tess Ritchie.

**RESOLUTION** That the above overnight trips be approved based on the recommendation received from the H&S Committee review. M. Aaron Reese S. Rachel Hagan

There was a discussion about feedback that had been emailed through from one of the H&S committee members questioning the intent of reviewing trip documentation saying it undermined the credibility of school leaders. CL stated that this is not the case at all, it is in line with the duty of care and responsibilities the Board have. There was a discussion if any professional development was required for the staff member in order to help with understanding what the Boards requirement was to avoid this kind of misunderstanding.

**4.7** Action list from November meeting.

- (a) SC advised that the Mobile Phone policy was communicated in term 4 and then again on the first day of the term and in newsletter. SC was asked how the mobile phone policy was going. SC responded that it was going well and gave a brief update on stats, advising that there was maybe 1 student sitting on 2 strikes at present. It was reported that it was being inconsistently applied in class, with some teachers telling students to put phones away instead of confiscating and following the policy requirement. There was a discussion around this.
- (b) SC advised that he had communicated an update to the school community on PLD trial not progressing, this had been in the first newsletter this year.
- (c) SC confirmed that KF had completed a full compliance check of the swimming pool prior to the pool opening in December.
- (d) AR confirmed that the Strategic goals had been communicated to parents and whanau in a school newsletter at the end of last year.
- (e) SC spoke of where the draft concept for the vision statement was at. There was a discussion around this. SC advised that he was attending a ‘Vision workshop’ on the 6<sup>th</sup> March and that if the Board was willing to not ratify the draft as yet he would bring back suggestions and ways to personalise after attending the workshop. It was said that the vision needs to relate and resonate to everyone. AR also advised that this needed to be done as soon as possible.
- (f) SC advised that with regard to achievement data (by year groups) that they just don’t have the data at that stage to prepare an end of year report for the Board. The info would not be reliable based on not having the data available at that point in time.

(g) SC gave an update on where the admin component of a teachers role could sit, this was identified as being included with the attestation process. SC talked through in detail what the attestation process was. SC also advised that as of June it was up to the schools to design their own thing based around coaching and professional development plans. SC continued that he would still have to sign off attestation annually and teacher registration every 3 years. CL asked if we need a new coaching structure, and that there still needed to be an annual sign off. SC advised what had happened in the past and that they had removed the inquiry component and that teachers were more focused on developing themselves and goals around student achievement. CL asked how you know what is going well and what is not. SC advised that teachers will still have at least one observation a year, at least 2 for beginning teachers and scheduled coaching once or twice a year. SC said that we have a culture where you can walk in to a class and feel if it's going well, parent complaints are also a temperature taker. OG asked if SC overlaid academic results, SC responded no. CL questioned why this wasn't a measure. SC responded that it was the Head of Departments job to monitor student achievement in their area. SC talked about a scenario that had happened last year where complaints and class issues were looked at, there was a discussion around this. AR said that there needed to be a structured and written element, that this was a requirement and that we are doing this with the kids, we would be doing a disservice to our teachers by not showing the same level of care. AR continued that there should be a structure that is measurable to make sure our teachers are developing. If a development requirement is identified then the action is to go on professional development and this doesn't just apply to teaching, could be on things like time management if this is an area that needs work. It was agreed that the Board want something structured in place. CL added that things can just drift otherwise. It was said that this needed to be considered in any new structure. AR said we need to make this commitment to our teachers that this will happen on an annual basis. OG added that this was part of retention and career development as well. SC advised that the process was underway already and that he would be happy to go through this with the Board. AR said that he was interested to understand what has been put in place.

#### 4.8 General

- (a) **RESOLUTION:** That an application be made to Pub Charity Limited for a grant of \$4208.70 +GST (\$4840 inc GST), for the course fees for the Hillary Outdoors Leadership Week on Great Barrier island in the term 1 school holidays. M. Simon Craggs S. Rachel Hagan
- (b) There was a discussion around the Breakfast club and the continuation of the Board funding 2 days (as per last years request) to ensure it runs 5 days a week.  
**RESOLUTION:** The Board approve Breakfast Club funding for 2 days per week to ensure the breakfast club can run every school day. Funds are approved on an ongoing basis provided that it can be staffed by students to run each school day. M. Cushla Carey S. Rachel Hagan
- (c) SC referred to his Clay bird shooting proposal for review. There was a discussion around where the guns would be stored, it was made clear guns were not to be on school grounds. The option of using a gun safe at somebody's house was spoken about. It was said that the person would need to be home to receive the guns and secure them on drop off. TK asked if the Board / School was liable. CL said that there needed to be a risk assessment for the activity and that there was heaps of guidance available on this, he also spoke of schools who had students participating in the activity. CL spoke of using the data and guidance and then running proposed procedures across them, this would go through the H&S committee. CL continued

that ammunition can be kept at the gun club, that there were lots of procedural things like this to work through. CL advised that there would be a range master on site at the range. There was a discussion around having a female parent as part of the support team, and that things needed to be put in place if that person was unable to make a practice etc. TK asked what the measure would be to ensure that policy and procedures were being followed, that there was history to show that this was not always the case with our school and with guns in the mix this cannot happen. There was a lengthy discussion and it was agreed that: no guns to be onsite at school, policy was talked through and agreed upon. Next steps were that very detailed procedures needed to be developed (the detail and clearly defined actions along with who is responsible for each and if they are not able to attend what happens – all scenarios to be covered), this is to go through the H&S committee to prepare and a recommendation made to the Board. It was also said that the operational needs of the school must be considered for trips / events that fell in to school time and that we could not have both the grounds person and the caretaker away from school at the same time. RH asked SC if he had a rough idea of how many kids were involved, SC advised that he wasn't sure however he did know that it would involve some students who aren't normally involved in sports. TK again raised that there needed to be a measure put in place to ensure policy and procedures would be followed. RH suggested a check list. There was a discussion around how the school could help ensure that sports were accessible to all students. TK asked how this initiative jumped the gun and was communicated to parents/whanau without Board knowledge / discussion and approval. TK said she had thought that SC had gone through communication and the expectation with staff at the beginning of the year however that this scenario had already happened. SC advised that he had spoken to teaching staff about the communication expectation and this error had been made by a support staff member. SC said he normally oversees what goes in the newsletter however this one he didn't – he said he took personal responsibility and has since spoken to the support staff member and advised until something is approved it cannot be communicated. TK talked about the need to build in safe guards for someone else to check the newsletter if SC is not able to, there was a discussion around the role that this might fall under. SC agreed that it was not a good look that this had been communicated out before going through an approval process and that he will be communicating the same message he gave to teachers to support staff so all staff are aware. TK advised that at some point the Board had to put their foot down and not continue to just accept apologies. SC said he couldn't say that he could guarantee that there would be no further errors however he was confident that there would be a big improvement.

**RESOLUTION:** The Board agree to adopt option 1 – No firearms permitted (from the School Docs model composite site) at Onewhero Area School and delegate the responsibility of working through the procedures to the H&S committee for recommendation.

It was agreed to add in the following options to No firearms permitted policy:  
'OAS does not allow firearms/air guns or ammunition on the school grounds at any time'

'OAS does not allow imitation guns at school. Exceptions may be made in certain circumstances with school permission, eg for school play or a dress-up day. In such circumstances, school staff supervise the use of imitation guns, and respond to any inappropriate use. See Surrender and Retention'.

M. Simon Craggs      S. Aaron Reese

	<p>(d) The 2020 Unit allocation was presented to the Board. SC advised that this was an annual requirement. SC clarified that a unit was worth \$5K and a middle management allowance was worth \$2K (these had increased not long ago due to the new collective agreement). AR asked if any new portfolios / responsibilities had been added, SC confirmed no. AR asked for confirmation that no units were board funded, SC confirmed this as correct. OG asked if staff were appraised for these responsibilities. SC advised that there were job descriptions and that they would be put in the appraisal process. There was a discussion around this. CL asked if it was an open process for staff, SC advised that any new portfolios / responsibilities get advertised for expressions of interest. There was discussion and clarification on a couple of the listed responsibilities and SC confirmed that staff can hold multiple portfolios. It was questioned if somebody does have multiple portfolios / units how can they deliver with workload, this is something that should be monitored. SC advised that there are some responsibilities being worked through and he and SI were updating job descriptions however it was a time consuming process and that the job descriptions for these portfolios / extra responsibilities would be worked in to the appraisal system moving forward.</p> <p>(e) SC gave a Kaahuiako update, advising that they had had their first Principal’s meeting this year and the group was down one ‘across schools’ teacher and that there is now only one who is at Tuakau College. The second role had been advertised however there had not been a lot of interest, SC advised that it can be quite disruptive to schools. SC advised that there was a teacher only day being held on 16 March – this was for schools across kaahuiako and involved professional development around the Treaty of Waitangi, then a road trip to local marae. SC advised that the school’s Boards were also invited to attend and a hangi lunch will be provided for everyone. AR asked if there was an option to do part of the day if members could not commit to a full day due to work requirements. SC said that this would be ok.</p> <p>(f) A review of the Schedule of Delegations for 2020 took place. The following wording was agreed to be updated along with the necessary date changes. Page 2 – to be updated to add in ‘The board gives the appointment committee authority to make decisions on their behalf when recruiting new staff. Page 3 (i) – wording to be changed to read ‘there is no limit for the following expenditure / payments’. No further changes were identified. <b>RESOLUTION:</b> The Board agree to adopt the existing version with the above amendments as the 2020 Schedule of Delegations which is to be signed by the Chair and Principal once the amendments are made. M. Rachel Hagan S. Owein Greaves</p>
5	<p><b>Strategic decisions:</b> Due to there being no staff rep to obtain feedback from staff regarding the policies up for review this term there was no policy scheduled to review this meeting.</p>
6	<p><b>Strategic discussions</b></p> <p>(a) 2020 Annual Plan – AR advised that a significant amount of time had been put in to the document and that it was now at approval stage, AR asked everyone if they were comfortable with the plan. CL asked if from the achievement side of things, was there enough in the plan to monitor achievement. AR advised that what was in the plan is what the focus was for the year and that it didn’t change the business as usual aspect. AR clarifying that what was in the plan were the target areas. There was a discussion around external examination credits versus internals. SC talked of his experience and knowledge of marking externals and gave some context to this. There was further discussion and SC spoke of his daughter to give an example of internals versus externals and how they work for different individuals. SC then continued to give</p>

clarification around internal credits and advised that the 6 students that had missed out on level 1 at the end of last year will achieve this in the first month this year.

**RESOLUTION:** The board approve this final version of the OAS 2020 Annual Plan. M. Simon Craggs S. Aaron Reese

- (b) Student Achievement data reports were presented. Years 1-10 data was discussed, SC summarised that the reading / writing results were positive, the big success was year 5/6 writing. SC talked about the big focus with getting all teachers together, moderating and working out curriculum levels in this area. SC advised that they will bring it in to year 7/8 this year. SC continued that maths had been identified as an area of weakness and was their focus for this year. There was a discussion around the results, CL identified that the year 10 results were concerning, SC advised that there had been significant challenges in this group. There was a discussion around this. CL asked if the school was protecting kids that wanted to learn referring to being in a disruptive class. SC said that they had had a big turnaround this year with some of the students who had been disruptive. CL asked if we were stretching students enough, questioning if the students were challenged enough to make it interesting. SC talked about the national trend. AR asked how the school managed the portion of students that were on the wrong side of the raw data statistics. SC spoke of 2 programs – 101 program for high achiever, 103 program which was a bit more practical based, life skills aimed at getting numeracy skills. SC continued to clarify that the options were a selection thing, the classes were not streamed, and that there were some prerequisites for some classes. AR asked if it was possible for students to move between the program options, eg: one year do the 103 program and then move to the 101 program the year after. SC responded that they could do, that this was possible. AR gave an example of a trade that might need NCEA maths and how this would work, SC responded that there is flexibility to help them and that there were not finding that kids were not able to access what they want when they leave school. AR spoke of the unit allocation and how this could be used to tutor maths to help with achievement this year. CL added that a target could be put towards this. SC responded that they could do. SC then continued to summarise the year 0 to 10 results saying overall it was positive, most areas were trending upwards and that focus on writing had paid dividends and that the main focus this year was on maths. There was a discussion around working in group settings and how some kids don't work well in a group. CL added that the groups have to be well facilitated to ensure all students are getting the opportunities in this setting. OG asked what 'Review the yr 7 and 8 programs and timetable structure' meant. SC explained what happens at present and how last year the writing programs didn't change in these year groups and the challenge behind this. SC advised he had already been in discussion with this team about writing and that there would be a change of focus this year with the use of Bek Galloways expectation to do reading and writing through inquiry, SC added that the structure might not happen this year however the program itself will. AR raised a query around the year 10 data, with students moving in to year 11 this year – if there are a small minority doing really well, how was the target for merit / excellence going to be achieved. SC advised that once students were seniors, they go in different directions, saying you get a distinction between vocational versus academic. AR asked if we could be more proactive, that there had been some cohorts that had struggled, we needed to make sure they were making the most of their externals. CL asked around stanine and asked if they needed to do more to encourage more. SC said that teachers should be managing this in the classroom and extra extensions in place. CL asked SC if he thought this was happening. SC said it was variable to be honest, SC said there had been a lot of focus in getting the 'just below'

students across the line. CL said that we can be quite ambitious, that we have the talent. SC used a student as an example who had achieved a massive dollar value in scholarships for university. CL asked how the school retains those students. AR said it was about aspiring to do better across the board, that the capability was there. AR continued that the individualised goal setting should help this. SC added that with agency, kids are taking more responsibility around this. CL said expected outcomes were important. SC continued that part of agency is how to read and use rubric to understand. So if a teacher is busy, they have motivation and knowledge to move on. OG asked SC if he had shared the achievement results with the staff as yet. SC responded not as yet, that the teachers know the NCEA results. SC added that RB had shared the writing success and challenge in maths with the junior school. OG asked what their feedback had been. SC responded that they were keen to see change. OG asked SC if he was confident they were on board, SC said yes, there was really positive feedback but there were some reservations from senior teachers.

CC asked around PE and other subjects. SC advised that NCEA was overall achievement data, it was not broken down. SC advised that the PE department had had a meeting with junior school teachers and that that junior school teachers were now doing invasion games, which is about developing skills for sport, saying that this was a positive.

SC was asked how easy it was to get the results broken down by subject and including student numbers. SC advised that this can be done. The Board asked for SC to prepare this data so they can see this level of detail around student achievement. CL asked if there were department reports and check ins, SC responded yes. SC advised that he was pretty disappointed with level 1 results, that there were indicators for tracking. That things had been put in place around internals. SC continued that it will take some kids 2 years to get level 1, it was a bit of shock and disappointing. OG asked if there was anything specific identified that could have been responsible for the 6 kids not achieving, SC said no. SC talked about level 2 and there being lots more vocational pathways which were not available in level 1. It was said by getting the data broken down they would be able to see what's pulling data down. A query was asked if it was thought that the year 13 percentage would be high due to smaller class sizes, SC responded that this varied by cohort.

There was a discussion around university entry, SC advised that there was a bridging course for UE, plus anyone can go to uni at the age of 20.

There was a discussion around the ethnicity comparison data between OAS and national – it was said that if the goal was to remove the gap this needed to be looked at to identify if we have a problem.

*Rereokeroa arrived at meeting 8:30pm.*

- (c)** The SENCo report for term 4, 2019 was tabled and SC was asked if there was anything he would like to highlight in the report. There was a discussion and clarification sought around how many teacher aides were currently employed and was their time 100% allocated to teacher aiding. There was a discussion around this.
- (d)** The Behaviour report for term 4, 2019 was tabled. SC spoke of the Life Skills course that he was putting in place this year. CL asked if this was being put in place due to behavior. SC advised that students will come out of classroom for one day a week to work with the teacher, an example being working in gardens, trips to different places to motivate. OG asked if we were recruiting for that, SC responded yes – that there was currently a recruitment process being worked through. OG suggested that this should be shared with the community as this is a result of feedback and something that has been put in place due to this. From the reporting, it was suggested where the focus needed to be on behavior for this year. There was a discussion around the 18

students with a number of behavioral incidents reported, AR asked if there were whanau meetings booked for those students that were returning this year, and that the assumption / expectation was that their kamar entries would be monitored, with immediate contact home. It was emphasised that this needed to start well otherwise it wouldn't improve. SC said that there had been some starting to raise their heads at present and they were dealing with this. CL asked if there had been any professional development with teachers in handling in the classroom. SC advised that they had a withdrawal protocol / program set up and talked through this. SC outlined that the year 13's were the first port of call for these students to go, using them to leverage positive learning behaviors / setting an example for them. AR asked what the triggers were to identify any new kids becoming part of the '18', at what point does a student come on to SLT radar. SC responded that this was part of what was being worked on at the moment referring to the PB4L framework being developed for expected behavior in class, this then flows on to the consequences matrix. OG asked if once some changes around behavior management have been completed was SC going to revisit / talk through how its working and seek feedback. SC advised this will involve professional development on behavior management. OG asked how will we know what is being implemented is working, SC said this should be seen by reporting / numbers coming down. OG said that it would be helpful to see / hear from staff – if it had made a difference for them, do they feel supported etc, anecdotal feedback would be good to get too. CL suggested doing a mid-year student survey, reporting last year from some students said they didn't feel safe at school, there was a discussion around this. SC advised that this was a culture thing and that he had recently been watching a video around this – SC continued that his number one role was to set the culture at the school.

CL said last time ERO came their report commented on there being high wellbeing, then we put in a wellbeing focus / portfolio and it seems to have gone backwards. SC responded that ERO would still say the same thing, SC continued that we think we know there is an issue. AR responds that the issue has been recognised, it is an operational thing to address however the Board needed to understand what changes have been put in place and what impact they are having. SC said he would feed this back to everyone. TK suggested a mid-year survey to measure improvement. CC suggested that a survey would need to be done with the year 12/13 students if that's where the school is putting these students as part of the withdrawal process. CC advised that these teachers and students needed to be asked for their feedback around if it is working and the impact on the class and the students. SC advised that students won't be kicked out willy nilly, that this was a last resort and was all about completing the loop. It was agreed that there needed to be feedback, reporting back and check ins. SC continued that teachers would be briefed beforehand and prep given to the year 12/13 students so they know how to treat these kids when they are put in to their class and how to be a positive role model.

There was a discussion around the completing of the various surveys. SC talked about a good wellbeing one. It was said that the surveys needed to be competed at the same time every year with the same content as last year to ensure that the results are able to be measured based on previous scores. Communication survey, Inclusive Practices survey, Staff and Student survey to follow same schedule this year as last year.

- (e) SC presented the School Leavers data for 2019. A question was asked around who had collated the info, SC responded the office staff collate it based on what they know / are told. PM / RB collate information around the year 12/13 students based on what they know the student has moved on to do outside of school. SC reported that the

	<p>much talked about exodus had not occurred and that the school was at record roll numbers. SC then talked about how some kids leave to go to boarding school and this was a legacy thing. AR raised that it was all of the students who had left OAS that were now going to local schools that were the concern. OG asked SC if there were any surprises for him. SC responded not particularly, SC talked about the national trend whereby students were moving away from going to university and going to a tech institute. AR asked around what the national percentage of what students go to uni is, SC said that this will be reducing and that OAS would be a lower percentage than national. It was asked if data was showing moving more to vocational 'hands on', SC responded yes, slowly. AR said that we wanted to make sure that kids weren't thinking that they were not good enough to go to university and that they can be supported more if going to university is what they want to do. SC said he didn't think this was the case, that PM knows the students and channels them in the right direction. AR reiterates that he wants to make sure that our kids are aspiring to be the best they can be.</p>
<p><b>7</b></p>	<p><b>In committee and Personnel – 9:15pm to 9:50pm</b>  In accordance with the provisions of Section 48 (1) of the Local Government Information and Meeting Act of 1987, it was moved for reasons of confidentiality that the meeting move into committee to discuss various matters. After discussion it was proposed that the meeting move out of committee, as per the provisions of Section 48 (1) (a) of the Local Government Information and Meeting Act of 1987.</p>
<p><b>8</b></p>	<p><i>CC left meeting at this point 9:50pm.</i>  <b>8.1</b> There was a discussion to elect topics for newsletter reporting, these were decided as being:</p> <ul style="list-style-type: none"> <li>• Information around finance and roll numbers and how these are linked.</li> <li>• Student achievement / goal setting.</li> </ul> <p><b>8.2</b> There were no agenda items suggested for the next meeting at this point.  Meeting closed with a Karakia at 10pm.</p>