

**Minutes from the Onewhero Area School Board of Trustees meeting held
Tuesday 22nd September 2020, 6.00pm in the Staffroom.**

Item No.	Item:
1	<p>Karakia, AR welcomed everyone to the meeting. AR advised that there were two new board members elected through the recent by-election process. They officially take office on Friday 25th September however had been invited to attend this meeting as members of the public. Amy Morgan was in attendance.</p>
2	<p>Attendance 2.1 Present: Aaron Reese, Rereokeroa Shaw, Owein Greaves, Kiri Pengelly, Simon Craggs, Heidi Bland, Cushla Carey, Rachel Hagan. 2.2 Apologies: Rima Taua 2.3 Declaration of conflicts of interests or pecuniary conflicts: Cushla stated that she is involved in the Student Leadership trip – agenda item 3.3(c).</p>
3	<p>Administration: 3.1 MOVE: The following be added to the agenda under 'General' 4.8(e) – ERO – review pilot. Hagan/Shaw 3.2 Confirmation of the August minutes. RESOLUTION: That the August minutes be approved. Craggs/Greaves 3.3: Correspondence: Inwards correspondence: (a) Education Gazette – vol 99 #12, 3 Aug 2020. (b) Education Gazette – vol 99 #14, 7 Sep 2020. (c) Email correspondence from Board Chair 30.08.2020 to approve the overnight Student Leadership trip (to Great Barrier) from Jess Cochrane for the following dates 28/09/2020 to 02/10/2020. RESOLUTION That the above trip was approved via email process. Craggs/Hagan Outwards correspondence: (d) Letter of appointment – returning officer for by-election to fill 2 vacant parent rep positions. (e) Letter of support to Lottery Community Facilities Fund re the repair of the small swimming pool. (f) Letter of support to Onewhero-Tuakau Community Board re the repair of the small swimming pool. RESOLUTION That inwards correspondence be received and outwards correspondence be approved. Shaw/Carey</p>
4	<p>Monitoring and Review: 4.1 School House report: RH advised rent status and that there was a minor issue with the lights at 67 Parsons Rd which was now fixed. 4.2 Whanau report: There were congrats on the normalisation of Te reo Māori, successful Wiki o te reo Māori. It was said that leading from the top, has an impact overall on school. RS had a suggestion for the Board agenda: Kaupapa, inclusion of words, use of titles in reo. It was said that OAS is a leader in the Franklin area. 4.3 Financial reporting for August: AR advised that we were ahead of budget, a surplus was forecasted – this was good news and that the school was in the luxurious position of being able to allocate money for other things. It was highlighted that the Teacher aide budget will be over but this will be offset by pay equity funding. RESOLUTION: That the August financial reporting be accepted. Greaves/Carey 4.4 Policies: Principal assured the Swimming Pool policy. Advising a rollover from last season to check all equipment is in place and ready to go. Simon will follow this up. 4.5 Policies: Health & safety; Minor incidences outlined, clay bird shooting paperwork reviewed and is found to be robust. Pest control continuing. Walk around completed, minor</p>

issues identified. Tablet installed in reception. Staff email to inform of this. Index at 55%, continual improvement is good and consistent. Rest or report: taken as read.

RESOLUTION: That the Health & Safety reporting be received. Greaves/Shaw

4.6 Overnight & potentially hazardous activities / trip proposals:

(a) High Ropes Course Trip

RESOLUTION That the above trip be approved. Hagan/Reese

4.7 Action list from August:

- (a) SC confirmed that he advertised to staff the ability to use Tablet in Office if they do not have the Safe 365 App on their private devices to register hazards, near misses etc.
- (b) EOTC documents for Student Leader trip (Great Barrier) from Jess Cochrane had been approved via email and recorded earlier in meeting under agenda item 3.3(c).
- (c) Proposed Netball tour from Anke Van Dijk did not go ahead and that is why paperwork had not been circulated.
- (d) The action point regarding Academic reporting (results and focus areas) from school departments is to be moved to a management action point.
- (e) KP confirmed all agreed amendments to recent policies reviewed had now been updated via school docs.
- (f) It had been discussed under the H&S section earlier in the meeting (agenda item 4.5) that the H&S committee had worked through and prepared detailed procedures for clay bird shooting.

4.8 General

- a) Mid-term election details were discussed and confirmed as: Election date - 04/12/2020, Returning officer appointed for this election is Stellest de Villiers, confirmation of 2 x parent rep roles for this election.
- b) School term dates were approved as presented. There was a short discussion regarding ToD tagged to NCEA changes, junior teachers will also attend these teacher only days however will have their own agenda relative to junior school topics.
- c) Out of zone enrolments received through ballot process: 21 applications received to fill the 30 spaces advertised. There was a question raised around the rules / legalities in holding another ballot for the remaining places. SC to look in to.
- d) There was a discussion around the need to astroturf the senior courts and the cost to do the necessary upgrade. The cost for the project elements are:

Turf, base patching and 3 year maintenance plan - \$52,560 +GST.

Netball fixed ground hoops and post pads - \$2625 +GST.

RESOLUTION: The Board agree to allocate \$10K +GST from school funds towards the senior courts turf project. This is to pay for the netball hoops and post pads (\$2,625 +GST) with the balance remaining (\$7,375 +GST) going towards the cost of the turf installation. Reese/Craggs

RESOLUTION: That an application be made to NZCT for a grant of \$45,185 +GST to put towards the cost of the installation of astroturf on the senior courts.

Hagan/Shaw

RESOLUTION: That an application be made to Grassroots for a grant of \$45,185 +GST to put towards the cost of the installation of astroturf on the senior courts.

Hagan/Shaw

BREAK: 6.42-6.52pm

- e) ERO - review pilot. SC advised that ERO have thrown out the old model - single reviewer partnership model, to help grow self-reviewing process. SC advised that he was not sure of the reporting process at this stage. SC continued that we will be in a position to provide valuable feedback to the process, and that this was a potentially exciting process. That this would allow for a very individual approach depending on

	<p>the needs of the school. SC advised that there would be no 1-5 yearly cycle. SC sought board approval to proceed with the ERO pilot: MOVED: The Board agreed for SC to proceed. Bland/Greaves</p>
5	<p>Strategic decisions</p> <p>6.1 Policies for review:</p> <ul style="list-style-type: none"> (a) Child Protection (b) Classroom Release Time (c) Timetabling <p>All taken as read, no changes identified. There was some discussion around the difference between teacher release and non-contact.</p>
6	<p>Strategic discussions</p> <p>6.1 Principal's report was tabled. SC highlighted the following from his report:</p> <ul style="list-style-type: none"> • The Bek Galloway visit, super impressed with progress that has been made. SC discussed and acknowledged teachers involved. • 14 x level 2 students have achieved level 2. • 5 students have completed level 3, and the same number potentially set to achieve excellence endorsement. • The 20 at-risk students have shown real improvement in behaviour; including one displaying some excellent pro-social behaviour. • Te wiki o te reo Maori. • The Senior course evening was really well attended and well received. • MoA between school and Te Kotahitanga Marae for an option for our students that need to 'give back'. Mainly aimed at our Māori students, but will seek options for our other students. <p>6.2 Strategic Plan 2021-2023 document.</p> <ul style="list-style-type: none"> • There was a discussion around the proposed plan. Simon advised that he had sought feedback from other principals and the board chair. • It was said that the Annual plan that feeds down from this Strategic Plan will provide the detailed specifics and measurable targets. <p>6.3 Wellbeing Survey results and plan, points highlighted were:</p> <ul style="list-style-type: none"> • Junior students have overall slighter higher than average happiness and health, Senior students slightly under, Staff at average. • Key issues highlighted: bullying (identified recently), lack of resilience in the seniors. • Y9, 11, 12 have lower resilience levels. SC advised that they are looking to how we can help these cohorts next year. • Five students were red-flagged in process, and have received help and support. Students were aware that this would potentially happen and it has been well received. • Staff specific: Most results aligned with averages, some anomalies but no real concerns raised. • Next steps to put in place: actions for each area to carry out. Resilience building programme, student focus group, working with counselor etc. to target identified year groups. • Urgent response funding for post Covid response. SC advised that \$20K has been applied for, currently awaiting a response to the application. • Next steps for staff: physical challenges, stress management initiatives, explore ways to improve work satisfaction.
7	<p>In-committee and Personnel – 7.55pm to 8:42pm</p> <p>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</p>

	meeting move out of committee, as per the provisions of Section 48 (1) (a) of the Local Government Information and Meeting Act of 1987.
8	<p>Meeting closure:</p> <p>8.1 Select topics for newsletter reporting:</p> <ul style="list-style-type: none">• Thanking past Board members, welcome to new board members.• Reiterate the election in December.• Provide info on ERO review pilot.• Update around Bek Galloway visit.• Thank Whaanau for their engagement on recent school information evenings, really positive interactions, we appreciate you engaging with our amazing teachers. <p>8.2 Call for agenda items for next meeting – nil advised.</p> <p>8.3 Meeting evaluation.</p> <p>Karakia, meeting closed at 8.50pm.</p>