

- (b) Computer Security & Cyber safety – RB assured the board that computer security and cybersecurity systems are reviewed and up to date.
- (c) Student Attendance – RB assured the board that student absences are correctly recorded, monitored, and followed up. RB advised that with regard to a report on any annual targets for student attendance etc, that the attendance report for the Board was scheduled for the May meeting.

4.3 Health & Safety reporting for March was tabled:

- (a) Kamar Assessment report queries were discussed: RB advised why the truck was onsite and that she had followed up with the contractor around the concern. RB assured that no students were getting on the bus at the end of the day without being recorded. RB advised that if a student doesn't have their bus tag to scan then staff manually type the students name in to the system – so they know exactly who has got on each bus at the end of the day. RB advised that some tags did have errors on them however she had gone through and sorted this at the end of term 1. They had picked a bus per day to work through this and recorded changes to be made. RB advised that the buses would still be doing u-turns using the domain entry until June when the change of practice would come in to effect.
CA asked if the road crossing was still being used/operated in the afternoons. RB advised yes that when there was staff to supervise this happened and also refresher training needed to happen for students that were new to doing road patrol.
- (b) Kamar Sick Bay & Injury Report – Concerns were raised around the amount of reporting with regard to teacher aide/staff being injured by students. RB confirmed that the teacher aide/staff were ok. RB advised that the reporting should be logged as a hazard – that the behavior was the hazard, that reporting needed to be tidied up and that there would be further discussion in-committee.

RESOLUTION That the March Health & Safety reporting be received.

M. Amie Morgan

S. Corinne Anderson.

4.4 Overnight & potentially hazardous activities / trip proposals:

- (a) Kapa Haka Waananga at OAS school – 19th-21st May 2023
- (b) Outdoor Education class trip, Mountain Bike riding in Rotorua – 7-9 June 2023

RESOLUTION: That the above overnight trip proposals be approved.

M. Graham Eskdale

S. Gayle Bovill

4.5 Action list reporting from March meeting tabled.

- (a) It was confirmed that the policy review committee had met and discussed the uniform policy, and their recommendations were in the policy sub-committee report for discussion later in meeting.
- (b) RB confirmed that she had looked into relievers being required to do the Physical Restraint training module. RB advised that they are required to and she had put a plan in place to ensure relievers completed this, that relievers were being pre-booked and they were getting a period in which to be able to do the module. RB said it would be unusual for a reliever to need to physically restrain a student, that they would normally get help from a staff member.
- (c) GB advised that updates/approval of the Restraint and Student Drivers policy had been sent to School Docs.
- (d) RB confirmed that it is a legal requirement to inform the Board (via in-committee meeting) when physical restraint has been used. RB would be doing this via her in-committee report, detail provided would not include student names.
- (e) RB confirmed that all teachers had emailed home re their preferred method of contact and that an attempt had been made by staff to follow up as well.
- (f) RB confirmed that the date agreed to for comms going out re classroom teacher expectations was the end of term 1.

- (g) RB advised she was working with TR on the comms to share the message that learning recognition credits have stopped. Plus the messaging around the rules of assessments and deadlines and the highlighting of deadlines being in place. RB advised they were also going to include info for year 10 literacy and numeracy. This would all be included in one communication for parents and students and sent out soon.
- (h) AshM confirmed the newsletter blurb had been completed and detail around the Whanau Rep role vacancy advertised and update to NZSTA completed.
- (i) RB advised that Kamar had not fixed the issue with the fortnightly attendance reporting to whanau and until they had fixed they could send these out or extend to years 1 to 10.
- (j) RB tabled the OAS packs that get left at ECEs to promote the school and talked about the transition plan and sessions that run. RB also advised that AB was looking at the possibility of moving to cohort entry for new entrants. RB explained that that involved groups coming in at beginning of term or end of term intake instead of sporadically throughout term.
- (k) RB advised that LC had done a great job of getting a Student Council together, there were 13 students in the group. LC advised that they had had one meeting already, where things had been discussed and at the next meeting he would have feedback to share.
- (l) RB confirmed that the H&S end of year (2022) review had been completed and report tabled.
- (m) RB confirmed that she had completed the deep dive in to devices and the impacts based on the Junior School report submitted to the Board in November. The report was tabled and discussed. RB talked through current securing of devices, issues and resolution which the caretaker was currently looking at. There was a discussion around the transition of year 2 students moving to devices in year 3. RB advised that all the info around devices and device use had been pulled into one document to share with parents. RB advised that with the internet being out, she had not been able to send this out as yet however would once this was back up. AM asked if the year 3 / 4 teacher would include a discussion at the end of the year around devices with the year 2s transitioning to year 3 the following year. RB confirmed that this would be done the week of transition meeting and then the presentation would also be emailed out to parents at that point as well to help with the education around this.
- (n) RB confirmed that a plan had been established for the year 7 and 8 basketball hoop area which will be put where the garden is (once the garden is shifted). RB advised that Annika Pickard was currently working on getting free hoops for the school. And that the caretaker would be laying the concrete.
- (o) RB advised that she had not told the counsellor of the report being due for this meeting and therefore the report was being carried over to the following meeting. It was requested that the counsellor be informed of when the counsellor reports are due to the Board in line with the 2023 Board Work plan.

4.6 General:

- (a) Term 2 strike action: GB declared a conflict of interest and did not take part in any of the discussion or decision making around this agenda item. It was said that some other schools had given parents a heads up around potential action so parents could think about a plan in advance if they did go ahead. It was said that providing this to our school community in advance was a good idea as parents were hearing media comms as well.
RB was asked how her strike requirements affected her role/workload, RB summarised the actions and what the effects were.

	<p>The forming of a sub-committee was discussed, the idea being to get decisions made as quickly as possible so RB can update the community on any action.</p> <p>RESOLUTION: The Board delegates authority to a Strike Committee to make decisions on behalf of the Board when strike action may or will be taken by appropriate unions. The Strike Committee was confirmed as: Ashlea Murphy, Amie Morgan and Graham Eskdale.</p> <p>M. Owein Greaves S. Corinne Anderson</p> <p>(b) The monthly Watershed property report was tabled. RB advised that the water tank project was complete. And that contractors had been in to quote on the hall toilet upgrade.</p> <p>It was agreed that this report should be sent to the Property Committee to review and then table anything that needs to be escalated /recommendations via the Property section in the new monthly Principals report. The Property Committee is: Graham Eskdale, Dez Fail and Rebecca Bills.</p> <p>(c) CA talked through Board training and resources that were available through NZSTA. CA advised that there was training at Pukekohe High on the 4th May at 6:30pm on how we meet treaty obligations as a Board for anyone who is able to attend. CA would send link for members to register for this training. CA also volunteered to run a Board training session to go through NZSTA workshop, Governance Essentials, Governance versus Management and different roles on the Board, eg: staff, student.</p> <p>It was agreed to schedule this from 5:30 to 6pm to run before the June Board meeting. There was also a discussion around 1 or 2 Board members attending the Restorative Practices and Safe Schools for all training on the TOD on the 2nd June. Members also expressed an interest in upskilling in PB4L.</p>
5	<p>Strategic decisions <i>Whakatau rautaki</i> – Policies for review:</p> <p>(a) The Policy Sub-Committee report was tabled, everyone confirmed they had read, there were no questions around the recommendations.</p> <p>RESOLUTION: That the policy sub-committee’s report be received and the recommendations set out in the report be approved.</p> <p>M. Owein Greaves S. Graham Eskdale</p> <p>(b) Physical Restraint: On March 23, School Docs shared an updated Minimising Physical Restraint policy, alongside two new policies: Reducing Student Distress and Acceptable Physical Contact. The policies reflect the new rules and guidelines and align with the mandatory online learning module school staff are required to complete.</p> <p>RESOLUTION: That the policy sub-committee review the updates and provide its recommendations in its May report.</p> <p>M. Corinne Anderson S. Rebecca Bills</p> <p>(c) Third-party use of school property (previously Using School Property Outside School Hours) – Review updates and respond with actions as appropriate.</p> <p>RESOLUTION: That the policy sub-committee review the updates and provide its recommendations in its May report.</p> <p>M. Amie Morgan S. Lei Clarke</p> <p>(d) The Mobile Phone policy was reviewed and after lengthy discussion it was agreed that at this point no changes were required to the policy. It was agreed that consistency from teachers to ensure the policy is followed needed to be a focus.</p>
6	<p>Strategic discussions <i>Ngā kōrerorero rautaki</i></p> <p>(a) The Principal’s report was tabled. RB advised that this was a new template that reported on NELPs and asked for feedback. All agreed the template was good. OG requested that reporting be more specific around timeframes and when things are due by. A query was raised around needing more school initiatives for NELP Objective 2 – Barrier Free Access. The Board would like to see more school focus/initiatives around this NELP.</p>

	<p>There was a discussion around RB’s suggestion to drop monthly Annual Plan reporting to termly and if everyone was happy for this to happen. OG asked if Annual Plan initiatives started to fall behind how would RB highlight this in advance so the Board is aware of the risk and why rather than waiting for a termly update. A suggestion was made for an additional section in the Principals new monthly reporting template to highlight any Annual Plan risks/delays and reason why, it was agreed that this needed to be added if the Annual Plan reporting was being reduced to termly only. RB advised she would add this section to reporting moving forward.</p> <p>RB advised that School Docs had updated their website, this aligns with NELPs.</p> <p>(b) CARRY OVER: Report for growth & retention strategy and focus.</p> <p>(c) CARRY OVER: School counsellor report for term 1.</p> <p>(d) HOD reporting from the Middle School was tabled. There was a discussion around students now not having to do the speech to the class and having other options to do to cover the oral language component. It was said that being able to speak in front of people was an important skill to practice/have. RB talked through the other options students could do if they opted out of doing a speech.</p> <p>The commentary around a basketball area for the year 7 / 8s was noted and already a plan in place as discussed earlier in the meeting. There was a discussion around the other resource which had been requested, RB advised that she had requested a more in-depth proposal to be developed around this. RB was asked to ensure that the detail in proposal would include how the resource would improve student achievement – specific details on how the results would be measured and what the expected outcome for this investment would be. This detail must be included to understand the level of return for this significant investment.</p>
7	<p>In committee and Personnel <i>Hui mema anake kaimahi</i> 8:48pm to 9:50pm</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 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>
8	<p>Meeting closure <i>Whakamutunga</i></p> <p>8.1 Topics selected for newsletter reporting: Mobile phone policy, share key points from DC’s sabbatical report.</p> <p>8.2 Call for agenda items for next meeting – AshM advised with having had some reports carried over to the next meeting that the May agenda was looking very full and that she would review what was scheduled on Board work plan and shuffle to what was manageable. RB advised that she would like a Matariki item put on agenda to advise the Board of the changes for this year’s school event.</p> <p>The meeting closed with a karakia at 9:54pm.</p>