

	<p>PD, from a Board members perspective was there anything from a Board level that needed to be shared. GE gave an overview of the Safe Schools for All session (How we can create a safe school for our LGBTQ+ students) and stats presented at the session. GE advised that there was nothing immediate to do, however it was agreed at the right time the school would need to address any environmental changes required and mental wellbeing. AM raised that budget would need to be considered for any environmental changes required along with a comprehensive wellbeing plan.</p> <p>There was a discussion around educating staff and students and the Health curriculum update, RB outlined some of the barriers. AshM asked what other schools were doing around this and suggested contacting schools that were ahead on this to see if there was anything OAS could take onboard. RB said she would be waiting to target the health curriculum data and what the community wants to take this into consideration.</p> <p>There was a discussion around having a person to champion ideas around this when considering change and comms, AshM suggested the Counsellor in her role could be one person to assist with this.</p> <p>RB gave an overview of the Restorative Practice session sharing key take outs and also suggested that as a Board they review the Concerns & Complaints process with a restorative lens to see if any changes may be required. AshM asked if there were any good parenting info that could be shared. RB confirmed there was and she would share in the newsletter to carry this through to home as well. GB added that it was a really engaging and positive session, that she had picked up on new things and takeaways to use and shared that the new staff would have found this valuable. AM asked how many staff did not attend the session and how this info would be shared with them. RB advised about 6 staff didn't attend and that staff were talking about it amongst themselves. It was asked that RB request the PowerPoint from the presenter to ensure these staff members don't miss this PD and also share with new staff as they come on board. RB added that she was also sending staff on PD to slowly work through/upskill staff. AshM requested that staff who missed this session be put as priority for next lot of staff attending.</p> <p>3.5 Late agenda item for approval: MOE Donation Scheme – opt in for 2024. RESOLUTION: The Board approve the addition of this late agenda item which is listed under 4.6(f). M. Gayle Bovill S. Graham Eskdale</p>
<p>4</p>	<p>Monitoring and Review <i>Aroturuki me te arotake</i></p> <p>4.1 (a) The financial reporting for May 2023 was tabled. The finance committee was asked if there was anything of note to share. RB shared an update on the cyclical maintenance budget and need for additional quotes at this point. RB advised it may be necessary to review this budget line at the mid-year review, some painting may need to be pushed out dependent on quotes. CA noted the increase in hall rental income, RB gave an overview of this. There was a brief discussion around the hot water in the hall kitchen not currently working and the short term remedy in place at present.</p> <p>A query was raised around the low spend to date with regard to Maori Education plan. Along with PB4L, RB advised that she had met with the PB4L team that day and there were some items that had been incorrectly coded to wellbeing so this needed to be corrected and DM was currently reviewing this. RB also spoke of PB4L signage that was currently being quoted, RB gave an overview of the 5 signs. RB advised that the signage needed to be completed in order for the school to move to tier 2.</p> <p>AshM asked if some morning tea could be provided to staff as a big thank you for term 1 and 2 for everyone's efforts for our students. There was discussion around the best day to do this around existing things happening.</p> <p>RESOLUTION That the May 2023 financial reporting be accepted. M. Rebecca Bills S. Lei Clarke</p>

(b) The Budget statement of financial position was tabled for review/approval. There were no questions raised around this.

RESOLUTION That the Budgeted statement of financial position be approved.

M. Amie Morgan

S. Graham Eskdale

4.2 Policies for Assurance by Principal:

- (a) Evacuation/Emergency Kits and Supplies: RB assured the Board that staff and students have completed trial evacuations each term, that emergency planning and procedures are up to date and in hard copy, and that emergency kits have been checked and contain all necessary items (with current dates).
- (b) Expenditure: RB assured the Board that twice a year a Board member (Presiding Member) checks the processes and authorisations used to make payments to staff members, particularly the payments made to the Principal, anyone related to the Principal, and others in the school with payroll responsibilities.
- (c) Risk Management: RB assured the Board that identified hazards are being monitored/controlled (including risks to student safety and wellbeing) and that measures are being re-evaluated to check their adequacy. This included sun protection.
- (d) Monitoring & Auditing School Bus: RB assured the Board that the school compliance checklist has been attested to, requirements had been met, and those involved with the school bus are following appropriate policies and procedures.

4.3 The Health & Safety reporting for May was tabled:

- (a) Kamar Assessment report – RB advised that the new Vistab device installed in the staffroom was not currently working due to a broken cord. This was on order and awaiting this to fix it so it stays on Wi-Fi. RB advised that the AED replacement pads had finally arrived. GE asked where the liability sat with the student who was hurt whilst at Trades, there was a discussion around this. RB also advised what the normal process was, including comms to the school and that this was being followed up on as a result of the school not having been notified. There was a quick update around the bus bay / turnaround, with RB advising that the Council said it would be done by July and that the buses would stop being turned around once the work was completed.
- (b) Kamar Sick Bay report tabled as read.

RESOLUTION That the May Health & Safety reporting be received. M. Corinne Anderson
S. Graham Eskdale

4.4 Overnight & potentially hazardous activities / trip proposals. There was discussion around the RAMs for overnight & potentially hazardous activities and trips and how the Board don't ever see these to know any detail. AshM advised that when TR had been on the Board she would provide an overview to explain these trips so the Board knew more about what they were approving. AshM asked Ngaire what Hauraki Plains did around this, NH advised that the Board never looked at, that at Board level they had delegated responsibility to the Principal for this aspect. And that the Board could do a spot check if they wished to. After further discussion around process and the risk assessment RB carries out, including reassessing on the day and amendments made to paperwork with any changes from the initial plan, it was decided to look at delegating the responsibility to the Principal (through the Schedule of Delegations). This would include an assurance requirement to be given at Board meetings from the Principal to the Board that trips detailed at each meeting have been reviewed/approved by the Principal.

- (a) NZ Area Schools Tournament in CHCH – 2nd to 6th July (school holidays).
- (b) Level 3 Geography Trip – 17th and 18th August (week 5, term 3).
- (c) Mataariki overnight event (at school) – 27th and 28th June. RB advised that the overnight component of the event had now been canned and therefore this did not require Board approval. RB explained this was due to current strike action whereby

she could not guarantee adequate staff numbers to be onsite. RB advised that the hangi was still going ahead, there was a discussion around any RAMs requirement for this with RB to look in to.

RESOLUTION: That the above overnight trip proposals listed under 4.4(a) and (b) be approved. M. Gayle Bovill S. Graham Eskdale

4.5 Action list reporting from May meeting tabled.

- (a) RB advised that with the overnight part of Matariki no longer going ahead there is no equity piece to resolve now as students wouldn't need gear to stay overnight.
- (b) RB gave confirmation that Cody checks school gates are locked at 9am every morning.
- (c) RB advised that on further investigation an automatic closer will not stop the pedestrian gate issue as it already has closers on it and that the gate gets left on its hook by people coming and going. RB advised that a sign is being put up to see if this helps.
- (d) As discussed earlier, RB advised that the council had indicated that the new practice for the bus turnaround area should be done by July as that is the end of their financial year.
- (e) RB gave an update around the PR/promotion of the new garden and progress being made. AM advised that the photos looked great and queried the commentary around no funding being available and outcome of this. RB advised that she would be following up the post on Facebook and any funding requirements.
- (f) RB confirmed that the highlights from the Student Leaders trip had been shared with the school community via Facebook, newsletter, school assembly.
- (g) RB confirmed that changes made to Board approved EOTC proposals would be shared with the Board and that some changes would be retrospective but all updates would be put in her monthly Principals report to the Board. RB shared some of examples of how/when some changes get made and why.
- (h) RB gave clarity around RAMs for parent taking a student (their child) to an event, eg: motocross. RB advised that where parents are choosing to take their child to a sporting event that doesn't come under the schools EOTC, that they have an agreement that the school name can be used and that it doesn't affect the students attendance. RB continued that where student participation in events that the school is organising, attendance goes through the schools RAMs process no matter who is taking them. RB shared some examples.
- (i) RB confirmed that whaanau teachers are recording when they are having discussions with whaanau and that each teacher is recording in their own way. AshM highlighted that the school needed to narrow down to one consistent approach/method of how this info should be recorded. RB advised that TR does have a spreadsheet for 'at risk' students detailing the outcome of the call and conversation had.
- (j) RB confirmed that the criteria for students selected to go on the Year 9 Waikato Young Leaders day had been shared with students and staff, and teachers in the high school were selecting based on this criteria. And that there were 13 year 9 students going. RB explained the complication of this being on a union meeting day and that they were in the process of finding someone else to take the student group. AshM asked if the criteria was shared with parents, RB advised that no it wasn't shared with parents.
- (k) RB confirmed that the estimated roll change with students leaving throughout the year with gaining their required credits was detailed in her Principals report.
- (l) RB assured the Board that what had been put in place for 'At Risk' students is working and that no further resource or actions were required. AM advised that she would like to talk about this further later in the meeting as this is something the Junior School Team Leaders had identified as being needed in the Junior School report.

- (m) It was confirmed that a timeline had been put in place for the Annual Plan Q&A to ensure adequate time for everyone.
- (n) RB confirmed she had spoken with LC around his feedback at the last meeting with regard to marking of rolls by some teachers. RB advised that she had spoken to teachers at the staff meeting to remind them around their requirements of marking attendance.
- (o) RB confirmed that the initiatives from LC's Student Council report had been added to the Roll growth and Retention Plan. And that the plan would be tabled later in meeting for Board input.
- (p) AshM confirmed she had emailed JE to thank her for the Counsellor report.
- (q) RB updated on being given a contact to talk to re school nurse, she was currently getting in contact with them. RB confirmed that the Counsellor role had been advertised as a 0.8 FTTE with the new person required to be onsite 3 whole days and 2 half days. RB advised this would be funded from teachers salaries this year however this could need to change next year and that they may need to Board fund part of a staff member like what had been allocated this year for relief.
- (r) RB advised that she had not had anything come through from CC as yet re the proposal for a teacher aide and addressing the queries the Board wanted to hear further info on.
- (s) RB confirmed that the learning credit message had been sent to the community and that TR had sent out multiple comms to year 10 parents including info around year 10 literacy and numeracy. RB advised that they needed to do some thinking about kids that don't pass and that Team Leaders would be talking about this next term. RB added that this is pushing them to the point of remedial classes to give those kids the tools to pass and that this would affect staffing. There was further discussion around this, and the potential effect on student achievement data. NH shared info around a foundation certificate that she was aware of and gave RB the name of a school to look in to this. RB also talked about prepping students in year groups lower down, and spoke of bringing in a couple of different PATs, this would give good data at year 7/8 level and give students the experience of doing tests online to prepare.
- (t) RB advised that DM was in discussion with PB4L facilitator around Board training and that they cannot come until September, however Suzanne Amodeo had offered to do a brief overview for the Board meantime on what the school has done, what we are doing in terms of PB4L.
- (u) It was confirmed that the wording to the Mobile Phone policy had been found in previous minutes and GB was in the process of having this updated with School Docs.
- (v) AshM praised RB on the great promoting of the school in the newsletter and Facebook page around what's happening at OAS – it was said this was looking good and the engagement was great.

4.6 General:

- (a) RB gave an update around the Strike action and effects on the school. RB continued that with the Union meeting on the 28th, the school can remain open and keep everyone onsite with staff that will be here. RB advised that they have shuffled some events around to ensure kids don't miss out on anything. AshM and AM said that RB's comms to parents to keep them updated and in the loop had been really good. RB shared a learning she had had around what to include in initial comms. RB advised that if this goes to arbitration the striking will stop during the process.
- (b) The Community Consultation subcommittee meeting notes were tabled and discussion around this and previous surveys was had along with response rates to surveys and potential initiatives of how to raise the rate. The next steps were agreed, the subcommittee to come up with 6 questions, questions to be based around the

	<p>strategic aims – 2 questions around Communication, 2 questions around Leadership and 2 around Learning. It was also agreed that a bigger consultation be done every 3 years, this would involve holding hui etc.</p> <p>(c) There was a discussion around the Board Whanau Rep role and where to from here as there had not been any interest or applications for the role. After further discussion it was agreed for everyone to think about and then AshM would email to open a conversation around ideas. AshM advised that it may mean that an existing Board member picks this up and ensures that what we do is considered with a Maori lens, this may require upskilling and ensuring this focus in everything the Board does and considers.</p> <p>(d) The new MOE Code of Conduct for State School Board Members was tabled and accepted, AshM advised that the new version comes in to effect 21st June 2023. SI was asked to update the Governance Manual to replace the existing Code of Conduct with the new version.</p> <p>(e) The Growth & Retention strategy/plan was tabled with RB requesting feedback on this and any additional actions the Board would like included. There was a discussion around a request to MOE to review the schools current zone. Members shared their ideas and there was much discussion, it was decided in order to refine this further that RB send out the plan in a google doc in order for members to share and contribute this way. The document then to be finalized and tabled at the July meeting for approval.</p> <p>(f) There was a discussion around the MOE donation scheme, with it being agreed to opt in to again for 2024.</p> <p>RESOLUTION: The Board agree to opt in to the MOE Donations Scheme for the 2024 school year. M. Corinne Anderson S. Graham Eskdale</p>
5	<p>Strategic decisions <i>Whakatau rautaki</i> – Policies for review: EOTC Staff Competence, EOTC Event Categories and EOTC Communicating with Parents policies due for review.</p> <p>(a) The Policy Sub-Committee report was tabled.</p> <p>RESOLUTION: That the policy sub-committee’s report be received and the recommendations set out in the report be approved. M. Graham Eskdale S. Corinne Anderson</p>
6	<p>Strategic discussions <i>Ngā kōrerorero rautaki</i></p> <p>(a) The Principal’s report was tabled. AshM asked members for any queries around this. AM talked about the Trade & Make unit of work in years 1 to 8 and how great this was going. AM asked if it was possible to share this sort of thing with wider community pages, eg: Pukekawa, Pokeno - as some of our students are within these communities. RB advised that she would need to look in to legalities with doing this, re student photo permission etc.</p> <p>There was a discussion around the 2023 roll movement.</p> <p>AshM asked around the ‘working from home’ students affecting attendance and how the school was managing getting students back to school. RB advised that they were waiting till term 3, when strike action is over. RB also advised that the way attendance is monitored is changing including the process and how we engage truancy officers. RB continued that there had not been info through from MOE as yet around this.</p> <p>(b) The 2 Kahui Ako reports from Maxine Pattinson and Anna-Sofia Filer were tabled. RB advised OAS’s allocation for Kahui Ako representation. GE advised that there was good stuff happening and that we were heading in the right direction. GB commented that it was very primary focused, that Kahui Ako was interesting in secondary, with most value being in the cluster meetings. RB confirmed again that she would be speaking with Anna-Sofia around the budget for hort.</p>

