

Western Springs College - Ngā Puna O Waiōrea
Board Meeting Agenda & Minutes - [Board Drive](#)
16 May 2022 @ 6:00 pm

Meeting via Google Link [meet.google.com/rox-mfed-ciy]

Time	Item	Led by	Links
6:00	Karakia timatanga - Meeting started 6:07pm once quorum was achieved.	Chair	
	<p>Present: Louise Gardiner (Chair), Ivan Davis, Julie Debrecey, Sailesh Vaidya, Carol Gunn, Freddie Simpson, Asha Vaidya (Board Secretary)</p> <p>Parent-elected Reps: Evelyn Marsters, Linda Pirrit (listened via Asha's mobile to begin with while sorting access issues, then logged in from 6:29pm), Belinda Drake,</p> <p>Student-elected Reps: Radha Patel, Kimiora Rhind-Wilson</p> <p>NPoW Reps: Chris Selwyn, Mary-Jane Thompson (late due to MOE hui - joined 6:13pm)</p> <p>Invited - Jessica Sinclair (Head of Learning Centre), Matt Coldicutt (Head of Technology)</p> <p>Apologies: Tracey Watkinson, Craig Moller</p> <p>Declaration of interests: none</p>	Chair	
STUDENT PROGRESS AND ACHIEVEMENT			
6:10	<p>Learning Centre (LC) Jessica Sinclair joined the meeting at 6:11pm</p> <p>(Louise) - welcomed and thanked Jessica for her upcoming presentation.</p> <p>(Jessica)</p> <ul style="list-style-type: none"> ● Board let us hire someone after demand in Y9 level. ● New staff members are really ● Presented slide of Student Stats. ● Total Maori role is 29% - almost on target. ● Don't have a huge amount to do with Junior students - would like to find ways to address this. ● Mostly assessment-driven. ● Most students self-refer. ● Wrap meetings help identify those who might 	JS	<p>Final Board Presentation: Learning Centre May 2022</p> <p>Maori in the English medium 2022</p>

otherwise be missed.

- Simon - is very busy with Maths.
- Getting students earlier in the process now, which is effective.
- Possibly getting rid of NCEA L1 could change things.
- Going into NPoW classes and other Junior classes.
- Nice to be flexible and fluid, but we have lost something in the move from B block - would like to get this back.

(Louise) - opened for discussion - 6:22pm

(Ivan)

- LC was developed by Linda Dillon.
- Have been brave with staffing this year.
- The model that Jess has outlined is critical.
- Thanked Jess for all the work she does to support the LC.

(Freddie)

- Thanked Jess & her team. Incredible resource and totally supportive of the work they do.
- Student referral model is great for Heads of Houses.

(Louise) - Do you have other measures of your success? Can you track your impact on student achievement?

(Jessica)

- No, we don't track. Is it a success that they do come back, or not? Could do a student survey?

(Pā Chris)

- Supports idea of student survey.

(Radha)

- Group sessions for LC - good for Maths perhaps? Some subjects are better taught individually.
- Radha has seen Hannah Dhanaraj - she personally finds individual sessions are better.

(Jess)

- Simon matches people and uses email.
- Individual sessions are the best.
- Groups work well for English.

(Belinda) - do we have a problem with Maths teaching?

(Jess)

- Is across the board. We have great Maths teachers. Often higher achieving students come wanting tailored help to get to the next level.

	<p>(Julie)</p> <ul style="list-style-type: none"> • Maybe we should get Maths along next time. Lots of Maths anxiety. Is a high degree of literacy and numeracy for Maths. <p>(Ivan)</p> <ul style="list-style-type: none"> • hardest subject areas to staff in school in Te Reo Māori and Maths. • We've managed to secure a trainee teacher to start in Term 3. <p>[Linda Pirrit was able to join the Google Meet in by 6:35pm]</p> <p>(Jess)</p> <ul style="list-style-type: none"> • Māori mainstream - 193 students - 2h/week to work with them. Tried group work, but was unsuccessful. Now target Y11s. Jess takes them personally to the LC and introduces them. • Use a personalised programme - 95% of families reply now - more engaged. Jess tracks their results. • 90% pass rate and above average. • Is an issue with grade quality - will focus on improving these this year. • Underachievement at Level 2 was significant last year. • Was difficult to track them online during Covid lockdown. <ul style="list-style-type: none"> • Hopefully this year will be better. - Tracking students based on their goals. - Pā Chris is Jess' line manager. Have talked about having targeted whānau evenings to talk about plans and strategies. - Julie used to explain the UE criteria - does change <p>(Pā Chris)</p> <ul style="list-style-type: none"> • Acknowledges the great work by Jess and building relationships with whānau - ngā mihi nui ki a koe. • Added a couple of questions in the chat that can be addressed later. <p>(Louise) - thanked Jess.</p> <p>Jess Sinclair left the Meeting at 6:42pm</p>		
REGULAR REVIEW			
6:43pm	<p>Curriculum Technology (Louise) - welcomed Matt Coldicutt to the meeting.</p> <p>(Matt) - presented his Board Report.</p>	MC	Technology overview

	<ul style="list-style-type: none"> ● Their structure is different to most other Departments. ● Include Food Technology, Digital Technology, Textile/Fabric Technology, Design & Visual Communications, Design Technology. ● Have several classes at Years 9, 10 and 11. ● Allow students to join in Years 12 and 13 with no previous experience. ● Many of the teachers teach across the 5 subjects. ● Seem to gain a new teacher every year due to growth in the area. ● 25% increase in Tech - in the senior classes. <p>(Louise) - Reason(s) for this increase?</p> <p>(Matt)</p> <ul style="list-style-type: none"> ● Change for the better. ● Technology Department near the entrance, people see what they do now. ● After 1-2 years of online learning, people are more interested in doing something else. <p>(Ivan)</p> <ul style="list-style-type: none"> ● The teaching standard of Technology Depts is outstanding. Amazing commitment from all of the team. <p>(Carol) - What are the dropout rates from year to year?</p> <p>(Matt) - Some students take 2-3 Tech subjects, but then can drop off in Y13. Try to offer dual pathways that could have a vocational pathway - especially coming out of Level 2.</p> <p>(Carol) - When will you run out of space in your allocated areas?</p> <p>(Matt) - We are very resilient. Huge changes and sometimes overnight. Good at problem solving.</p> <p>(Carol) - How big do we make the Tech areas in the stage 2 build? Technology is very specialised and not always easy to move. We want to make sure we don't get "undercooked" for space.</p> <p>(Matt)</p> <ul style="list-style-type: none"> ● The thing he's most proud of the Dept for is inclusivity. Try to get the best out of them. ● High-end students are also coming to them now, which was not happening before. ● Work closely with Pella and Learning Support. ● Rapid development growth has been the biggest change. 		
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	<ul style="list-style-type: none"> • Good systems in place now. • They provide students with examples - presented Lightbox Portfolio Exemplar. <p>(Ivan)</p> <ul style="list-style-type: none"> • He was able to use Matt’s briefing document to show the Ministry an example - was massively powerful - proved that the results we got were soundly based. <p>(Matt)</p> <ul style="list-style-type: none"> • Positive assessment - looks for what is there, rather than what is not. • Timetable change and ILE change - haven’t maximised that time and spatial resources. Covid has impacted them. • Have been working on vision statements. • Hangarau - is being developed with Matua Uekaha Anthony Dunn (LTA). • Getting the balance right for the stage 2 development. • There is some more traditional classroom time that is required - sketches, design, etc...not always suitable in the workshop. • Most standards are between 4 and 6 credits. Internal standards suit Tech learners, in general. Digital portfolios are helpful. • Has been building some Level 1 scaffolding with Uekaha. • Physical space is their key challenge. • Reconnecting Food Tech with the rest of the department - looking forward to this happening once stage 2 has been completed. <p>Any more questions? - offered at 7:11pm. None.</p> <p>(Louise) - thanked Matt. (Kimiora) - she really appreciates how Matt has embedded māntanga Māori into your dept - especially carvings, gives mainstream students an insight. Thanks.</p> <p><i>Matt Coldicutt left the meeting at 7:13pm</i></p> <p><i>[Question from Pa in the Chat, but was seen after Matt left the Meet]</i> (Pā Chris) - Not just whakairo, need to make sure we get the balance right.</p>		
STRATEGIC REVIEW			
7:14pm	Mana Ōrite project <ul style="list-style-type: none"> • Project kick off update 	Chair	Mana Ōrite project folder

	<p>(Louise)</p> <ul style="list-style-type: none"> Going to kick off on 27 May. Everyone welcome to attend the pōwhiri. Meeting with Roshyn on Wednesday this week. ACTION POINT - Louise will share more details after that. <p>(Pā Chris) - Is 11am the confirmed start time? (Louise) - Yes.</p>		
7:16pm	<p>Co-governance financial operations review</p> <ul style="list-style-type: none"> Scope of work update <p>(Louise)</p> <ul style="list-style-type: none"> Chad has provided a draft scope of work. Sailesh and Louise have access to this. Will share with Ivan and Carol. <p>(Pā Chris) - can Rangimarie be included? (Louise) - yes, she is on the working group.</p>	Chair	Financial operations review folder
REGULAR REVIEW			
7:17pm	<p>Inclusion and wellbeing</p> <ul style="list-style-type: none"> Staff wellbeing survey update <p>(Ivan)</p> <ul style="list-style-type: none"> The survey that we want to do is done by the NZ Council of Educational Research. Aim is to support us as a school, reviewing different layers of practice. Ivan shared some questions that focus on topics. He will discuss with SLT about how to share this to staff. Number of staff out at the moment. Will run the survey once we have higher staff numbers. <p>(Louise) - Is there an option for free text comments in the survey? (Ivan) - There are two types of questions. Isn't aware of the opportunity to provide long answers. The aim is to get a statistical measure.</p> <p>(Freddie)</p> <ul style="list-style-type: none"> We're lucky to have a school with great leadership - collective efficacy. Will be interesting to see what comes out of the survey. People with long- Covid - will have an impact. Good Space Schools survey is going out this week. Y11 is the cohort as all their secondary schooling has taken 	ID	

	<p>place during the pandemic.</p> <ul style="list-style-type: none"> • Thanked Ivan for his leadership during these turbulent times. <p>(Evelyn) - what was the response rate previously? (Ivan) - Over 80%, so really strong.</p> <p>(Evelyn)</p> <ul style="list-style-type: none"> • It shouldn't be an issue to have open comments? • Is the same survey used at Springs and Waiōrea? • Pasifika have different wellbeing, compared with Te Ao Māori concepts and - need to acknowledge similarities and differences. <p>(Freddie)</p> <ul style="list-style-type: none"> • These are important points that Evelyn has raised. • These tools are looking for statistical trends. Would need to tease out data regarding what Evelyn has raised later. • The student survey is funded by the MoE. <p>(Carol)</p> <ul style="list-style-type: none"> • This is not a survey that Ivan or the school has designed. • Evelyn's questions are valid, but needs to be addressed. • Possibly the providers could make comments on it? <p>(Louise)</p> <ul style="list-style-type: none"> • As a co-governance school, we should be asking the questions that Evelyn has raised. • We should go back to NZCER and see if changes can be made. • Have the different approaches of schools been considered? We need to make sure we get something that is right for us. <p>(Evelyn)</p> <ul style="list-style-type: none"> • What is the purpose? Methodology and type of approach will ultimately get you better data. <p>(Ivan)</p> <ul style="list-style-type: none"> • Well said, Evelyn. • SLT has not yet decided when to run the survey, but definitely this term. • ACTION POINT - he will contact Rose Hipkins. <p>(Louise) - ACTION POINT - will come back to the Board with more information/results.</p>		
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<p>7:34pm</p>	<p>Finance</p> <ul style="list-style-type: none"> ● May finance update ● Minutes of Finance Sub-Committee meeting on 11 May 2022 <p>(Sailesh)</p> <ul style="list-style-type: none"> ● Net result is a small surplus of \$12k. ● “Alarm bells” for him include school donations + teacher relief costs + camp and course fees received (money coming in but not been spent yet). ● Met with the auditors last week. Has not been finalised yet. Hoping to see signed off. ● Results from 2020 and 2021 were better than budget. ● International Department - restructuring, currently have 18 students. Had 119 students in 2019. ● We’re only allowed 10 students in the first intake (6 are coming from Chile in Term 3 2022). ● Joanne is registered for an online meeting in Adelaide. ● Getting more International Students will help the school financially. ● Spotless contract finishes on 5 August 2022, but they have been invited to present a tender. ● We have been smarter about how to best tender for the contract. ● He has been working with Louise Gardiner on the tender process. Louise will come back with more data soon to help with this. ● Cleaning costs are the school’s second largest expense. ● New tractor was purchased, as well as new chairs. ● We’re getting new carpet tiles to protect the floors in the new gym. ● Looking at purchasing 2 new vans as our fleet is getting older. H&S issues include that the seat belts are lap belts and not across the body ones. ● Has asked for PAG donations, also looking at external donations from companies. ● Property projects on the go. ● Our Finance Officer, Anne McDonnell, is retiring after 18 years. Will be a big loss to the school. Job advert has been placed on Seek, and will be going into the school newsletter. Interviews are starting soon. <p>(Ivan)</p> <ul style="list-style-type: none"> ● Has been good to advertise within the school community (eg RC/Hub Manager, Principal’s EA). ● Would like the Board to spread the word as well for any suitable candidates. <p>(Freddie)</p> <ul style="list-style-type: none"> ● The two major issues for teachers are dissatisfaction with Spotless and shade. 	<p>SV</p>	<p>Board Paper - Finance Update, May 2022</p> <p>DRAFT - Minutes of Finance Sub-Committee Meeting 11 May 2022</p>
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	<ul style="list-style-type: none"> • They will be monitoring this closely. • Thanked Sailesh. <p>(Ivan) - Are the concerns that staff have relating to the quality of cleaning, or employment of previous staff?</p> <p>(Freddie) - more the employment issues. Seems to have been a shift in values. Being asked not to speak to us, penalising staff, etc.</p> <p>(Ivan)</p> <ul style="list-style-type: none"> • One of the compelling reasons for us choosing Spotless was that they would take on our long-serving cleaners, but our preferred supplier would not. • He does not want the quality of cleaning to decrease. <p>(Pā Chris)</p> <ul style="list-style-type: none"> • The main people affected were our Pasifika Whaea cleaners - we need to do right by them. They have been a big part of our local WSC community. <p>(Louise) - will take these comments on board when making the decision.</p> <p>(Mary-Jane)</p> <ul style="list-style-type: none"> • Wanted to ask about the NPoW budget that hasn't been passed? Is this the right time? • Was presented, but some items still needed to be addressed. Where are we at? <p>(Ivan)</p> <ul style="list-style-type: none"> • The budget that Rangimarie presented has a lot of aspirational items in it, which is good. • \$2.3million is beyond what can be done now, but Sailesh and Anne have looked at lines in the operational budget that can be - is a wonderful piece of work that can be presented to the SAFT project. • Couple of things we need to discuss - why do we need a NPoW accountant when we have a Business Manager? We need to have a korero about what needs to stay in, and what can be scrapped. • Changes have not yet come back. <p>(Mary-Jane)</p> <ul style="list-style-type: none"> • NPoW are now short-staffed? Norbryn has left, now only have Tracey Watkinson in her role. <p>(Pā Chris) - NPoW is one person down in the Admin team.</p> <p>(Sailesh) - We should be able to replace the missing person.</p> <p>(Pā Chris) - Where do the wages come from? Has been a change.</p> <p>ACTION POINT: Sailesh to find out and come back to the</p>		
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	<p>Committee. (Louise)</p> <ul style="list-style-type: none"> There will be a deep dive about the financial operation reviews. Rangimarie will be part of that group. <p>(Pā Chris)</p> <ul style="list-style-type: none"> Based on past budget/expenditure, for day-to-day running costs - can we go ahead with what we used to have? \$70K funding coming in from MoE tagged for Waiōrea projects - only different line. <p>(Ivan) - This is already a budget line that is already funded.</p> <p>(Mary-Jane)</p> <ul style="list-style-type: none"> Rumaki initiative - that is a one-off. Has a short life for being tagged - by July. L1 Re-engagement focussed. <p>(Louise) - Thanked Sailesh.</p> <p>Sailesh left the meeting at 8pm.</p>		
8:00pm	<p>Regular reports</p> <ul style="list-style-type: none"> Principal's report <p>(Ivan)</p> <ul style="list-style-type: none"> Challenges around attendance. Hovering around 78-82% attendance - normally in >90% - hard to pinpoint reasons. Staff absences are also greater. 130 teachers, 70 support staff. Currently 15% away - SLT is relieving. Helping to keep the school open. Finding suitable and qualified relievers is difficult. Asked the Board for any recommendations for any relievers. <p>(Mary-Jane) - Can we access more people by using the Essential Workers Schemes? Different feelings about this.</p> <p>(Ivan) - This scheme only covers teaching staff, but not support staff.</p> <p>(Freddie)</p> <ul style="list-style-type: none"> Has been fantastic collegiality during these Covid times. PPTA is supportive. Need balance. Pulling back on EOTC in order to help with cover. Is quite disruptive in specific ways that is different to when we had lockdowns. 	ID / CS	Principal's Report May 2022

- Staff support is great, and SLT is addressing issues as they arise.
- Student attendance - Health services are overwhelmed. Students are taking months to get diagnosed.
- Students are still working from home - is a complex picture now.

(Ivan)

- Comment re: legislative change in relation to strategic planning. Implementation plan comes in during 2023.
- **ACTION POINT: Ivan will share a document with the Board at the next meeting following a meeting with Ivan's appraiser.**
- He has been invited to a meeting on 1 June to restart planning for the Stage 2 Development.
- Julie is working on incorporating student + staff feedback.
- Board rep - Carol to continue in this area.
- We need NPoW representation in the planning group also.
- Purchase of minibuses will be paid for with surplus.

Kimiora Rhind-Wilson left the meeting at 8:14pm

- Forgot to include that Open Week Tours begin next week. Will be held over 8 days/mornings.
- Ivan extends the invite to Board Members to join the tours if they haven't seen how KHCL operates in-person.
- He loves taking these tours. This year, he wants to focus on the positive learnings - collaboration in ILE.

(Evelyn) - Are there any H&S concerns with parents coming onto site?

(Ivan) - We have masks and hand sanitiser - hadn't thought about it.

(Linda) - Everyone should be wearing masks, but not sure if you can enforce it.

(Ivan) - We can only model, request, etc.

(Linda) - Survey that was linked...she thought it looked difficult.

(Louise) - Agreed - she didn't think it was a well constructed survey. Looked difficult. Would not be encouraging people to do this. The questions are difficult to answer in a meaningful way.

- **ACTION POINT: Louise will follow up with them and consult Carol.**

Recommendation: That the board approves the purchase of two additional mini vans at a total cost of \$76,068.50 each.

- Tumuaki report
- Staff elected member report
- Students report

(Pā Chris) - Have we considered leasing these vans?

(Ivan) - We did look at this in Howard Blackwell's (former Business Manager) time. Details of the lease agreements were not favourable to the school, and there were major challenges. We should ask what is the future direction of travel (i.e. consider electric), but it is a bit too early and fully electric vans are still too expensive for the school.

(Belinda) - She would be surprised if we replace in 5 years!

(Ivan) - We need a better vehicle replacement plan going forward.

(Belinda) - Board needs to understand that we spend \$135,000 on rental vans to hire over a 3-year period. Hopefully we can get donations to help.

(Ivan)

- We can replace the ELU van - take seats out and give to the Property Team.
- Will use the 2 New LDV vans and 2 newest Toyotas (10-seaters).
- Ideally, we want to replace the two 10-seater vans, one per year.

(Pā Chris)

- We need to ensure the care of these new vans is better than with our current vans.

(Ivan)

- Totally agreed. Need car cleaning equipment, and users need to clean.
- He is also nervous when we have drivers who are not used to driving large vehicles.

(Louise)

Moved that the Board approves the purchase of two additional mini vans at a total cost of \$76,068.50 each.

Passed unanimously

TUMUAKI REPORT

(Pā Chris)

- Key thing has been staffing.

	<ul style="list-style-type: none"> • Still looking for Hakinakina/Hauora kaiako. Thanks to Karalee and Ruth for making sure there's support here. • Whaea Bella and Whaea Naomi are coming into their own, with help from Linda Dillon. • Whaea Kiri Piahana - new kaiako. • Manu Korero - 2 finalists for the two sections. Finals next week. Will be hosted at school like last year. • Nationals - will be online - last week of Term 3. • Two main kapa haka events going into Term 3. • Last year, 4 kura came together at Aotea Centre - will be 10 kura participating this year. • Kāhui Ako - will take place on Friday before Queen's Birthday weekend. Will be good to meet in person again. • Will be three keynote speakers, including Rangimarie - who will present the history of Ngati Whatua. • Trying to push whanaungatanga. • Administration of NPoW - have closed off any new 2022 enrolments now. Is too hard to administer while short-staffed. <p><u>STAFF-ELECTED MEMBER REPORT</u> (Freddie)</p> <ul style="list-style-type: none"> • Teachers Industrial Year will be coming up in Sep/Oct. Have lots of feedback on the claims. Having the Board and the community behind the teachers is considered really important. • Supporting our teachers will bring huge benefits. • Education workers and health workers need to support each other. <p>(Louise) - asked if Radha had anything to add, but she did not respond.</p>		
	<p>HR Ref Principal and Tumuaki reports</p>	ID / CS	
8:42pm	<p>Health and safety Ref Principal and Tumuaki reports</p> <p>Issues arising, exception report (incidents and serious near misses) from Health and Safety Committee meeting.</p> <p>(Ivan)</p> <ul style="list-style-type: none"> • Haven't looked at this. We will call a meeting if it's required. <p>ACTION POINT: Will provide an update at the next BOT meeting (Mon 4 July).</p>	ID / CS	
8:43pm	<p>Property</p>	ID / CS	

	<p>Master plan strategic issues - update and next steps Hall project - update and next steps Recommendations:</p> <ul style="list-style-type: none"> • That the board reviews the membership of the Board property committee to ensure it is fit for purpose as we head into the next stage of rebuild and also oversee other ongoing property work and remediation • That a TOA rep be appointed to the Board property committee <p>(Ivan)</p> <ul style="list-style-type: none"> • Property Subcommittee currently has 3 members <p>(Carol)</p> <ul style="list-style-type: none"> • We need a Waiōrea perspective/representative on the Property Subcommittee. <p>(Ivan)</p> <ul style="list-style-type: none"> • Agrees. • The teachers who use the new environment are the ones that we need. Possibly Bella or Naomi, or another kaiako? • Vision Groups - tangible - levels of KHCL all look different. Does need to be teacher-driven. <p>(Carol)</p> <ul style="list-style-type: none"> • Also needs a student voice, as well as a sustainability perspective. <p>(Julie)</p> <ul style="list-style-type: none"> • We have a draft Student Voice report that will eventually come to the Board and staff. Have engaged the three Wisers groups for this. <p>(Louise) - Pā Chris & MJ, how can we get Te Ohonga Ake (TOA) representation?</p> <p>(Pā Chris) - Waiōrea did have representation throughout the rebuild. Coming to this forum, why does it need to go to TOA?</p> <p>(Ivan) - Pā Chris is of huge value here. He initially was a sceptic of the ILE environment, now he's a fan. Having kaiako involved is important.</p> <ul style="list-style-type: none"> - How do we include indigenous education needs or requirements into the new build? <p>(Louise)</p> <ul style="list-style-type: none"> • We need to make sure we're clear and that we differentiate the two property plans. 		
ADMINISTRATION			
8:52pm	Confirmation of minutes Meeting held on 28 March 2022	Chair	Draft BOT Minutes 2022/03/28

	<p>Matters arising (Louise)</p> <ul style="list-style-type: none"> • Thanked Asha for doing such a great job with the minutes and the steep learning curve that she's been on - particularly while also dealing with two lots of Covid isolations. <p>(Ivan)</p> <ul style="list-style-type: none"> • Also thanked Asha for her great minutes <p>(Asha)</p> <ul style="list-style-type: none"> • Thanked the Board for their vote of confidence. <p>Move that the minutes be adopted as a true and accurate record (Ivan) Passed Unanimously - 8:53pm</p>		
8:53pm	Correspondence	Chair	Correspondence
8:53pm	<p>Appointment of Returning Officer for 2022 triennial elections</p> <p>Recommendation:</p> <ul style="list-style-type: none"> • That the board appoints Trevor Crosby as the returning officer for the triennial elections scheduled to take place in Sept 2022. <p>(Louise)</p> <ul style="list-style-type: none"> • Looking back on previous minutes, she saw that we have already covered this - so there is no need to look at this now. 	Chair	
8:53pm	<p>WSC Development Trust</p> <ul style="list-style-type: none"> • Update on trust deed variation and audit fee issue <p>(Carol)</p> <ul style="list-style-type: none"> • Does not need much discussion. • Have been changes in the Trust Laws. • Has been flagged that we need to update the trust laws. • Is a clause that we need to get it audited - has been some to-ing and fro-ing. • We will be trying to wrap this up in the usual school audit. 	CG	
8:55pm	<p>Overnight EOTCs for Board Approval (from Gerry Victor)</p> <p>10 SPO Aquathon Muriwai: 1 night 9th to 10th June:</p>		Itinerary , Approval , and SAP

	<p>13 SPO Waitomo : 2 nights 15 June after school to 17 June:</p> <p>12 GEO Tongariro: 2 nights - 21 June to 23 June:</p> <p>(Carol)</p> <ul style="list-style-type: none"> ● Schedule for the aquathon is a cut and paste job - dates are wrong (currently shows coming back in November). ● Parakai trip - how much time is spent in the water at Parakai? ● Muriwai trip - is there a swimming/in-water component at that venue? Have they thought about how to manage students who might decide to go for a swim in the middle of the night? ● Carol always worries about water-related trips. Wants more clarification about the mitigation and in-water component. ● Tongariro - do we need to consider the alert level on the volcano? <p>(Belinda)</p> <ul style="list-style-type: none"> ● Tongariro trip is not normally in June - usually around March. ● Tongariro trip - is outside the circumference of the volcano. Belinda looked into going there herself recently, so is happy that it's fine. <p>(Louise)</p> <ul style="list-style-type: none"> ● She found it hard to work out the risks for the aquathon. That could be offered as feedback to the TIC. ● Muriwai trip - she struggled to find out what the concept of the trip was so that she could frame the risks in her head. It talked about paintball, then swimming, and some other things. <p>(Evelyn)</p> <ul style="list-style-type: none"> ● She doesn't think the risk assessments have been well documented. It appears that thought hasn't been given to mitigation factors. Is also no notable risk about what would happen if a staff member was to contract Covid. <p>(Ivan)</p> <ul style="list-style-type: none"> ● This is valuable feedback from the Board, which needs to have confidence that everything has been considered. ● Is happy for applications to be sent back for review. Asha to ensure it's well minuted. 		<p>Itinerary, Approval and SAP</p> <p>Itinerary, Approval and SAP</p>
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(Carol)

- Evelyn raises good points, especially for on-mountain trips.
- What happens if a teacher get hypothermia?
- We need to consider how to unload a student/staff if they have Covid.

(Freddie)

- Agrees with everyone.
- Noted that there are lifeguards at Parakai.
- Is not 100% with the forms - we need to be looking at how we populate these. Agrees that there shouldn't be copying & pasting.
- Form needs to be user-friendly and we need to be clear of what we're asking. **(Pā Chris put message in the chat - tautoko Freddie)**
- However, there are some things that are probably outside the scope of what would usually happen.
- We don't want to have to go through the experience of any drownings.

(Evelyn)

- Perhaps there could be an example at the top of the risk register to help the applicants fill out the form?

(Louise)

- The Board needs more info about the context for what the trip is and what it's hoping to achieve.
- Some Board members don't have kids who have been on these trips, therefore the more information you can provide the Board, the better.
- What happens when someone gets sick?

(Carol)

- The worst-case scenario is what needs to be considered.
- For in-water or on-mountain incidents - we need to be prepared.
- Waitomo caving trip - was helpful to have notes for this. This trip has external providers.
- The Board wants reassurance that the staff have done their due diligence, and this should include any external providers.
- There will be different layers that we need to consider, particularly if something goes wrong. More concerned about the students, the family, the teachers that have to deal with the ramifications. Really capable people

	<p>have made damaging or fatal mistakes - which is ultimately what we're trying to avoid.</p> <ul style="list-style-type: none"> ● She's trying not to be risk-averse, but these things need to be carefully considered. <p>(Freddie)</p> <ul style="list-style-type: none"> ● Agreed. Links sent by Carol last year highlighted the risks. ● Acknowledged that Gerry does an amazing job with EOTC. ● Information can be more widely disseminated - we don't want to create barriers. ● There is knowledge and experts on staff that can help with risks, and what the Board is looking for. <p>(Pā Chris)</p> <ul style="list-style-type: none"> ● Going to the Art Gallery can be as dangerous as going to Tongariro. ● Maybe we need to have an individual that could highlight any potential dangers before filling out the forms. ● Screening process could be done beforehand and earlier. <p>(Louise)</p> <ul style="list-style-type: none"> ● We'll take discussions about these 3 trips outside this meeting, and will get back to them. <p>(Ivan)</p> <ul style="list-style-type: none"> ● Sending these applications back is a must, as it could be career-ending. ● ACTION POINT: to send the three EOTC applications back for more clarification. 		
9:17pm	PUBLIC EXCLUDED BUSINESS		
	In accordance with Section 48 of the Local Government Official Information and Meetings Act 1987, the public were excluded from this part of the meeting between 9:17pm and 9:23pm to discuss confidential matters. (passed by consensus)	Chair	
9:23pm	Any other business	Chair	
9:23pm	Karakia whakamutunga	Ivan	
	CLOSE - 9:24pm		
	Meeting run time - approx 3.5 hours		

NEXT MEETINGS	QUICK LINKS
4 – Mon 4 July 5 – Mon 8 Aug 6 – Mon 12 Sept 7 – Mon 31 Oct 8 – Mon 5 Dec	Charter 2022 Annual Plan 2022 Board work plan for 2022 Presentation for HoDs about the board work plan - 10 Feb 2022

ANNUAL PLAN 2022 | Strategic focus areas

- FOCUS No. 1: Student Achievement and Wellbeing**
- NCEA/UE/Scholarship aspirational goals >90+% pass rates
 - Kahui Ako achievement challenges (Oracy/Wellbeing/Cultural Thriving/Collaborative Pedagogies)
 - Digital Citizenship and Safety (rights and responsibilities)
 - Remove NCEA Level 1 qualification from beginning of 2023.
 - Organising school timetable into semesters to facilitate a two year journey to NCEA Level 2.
- FOCUS No. 2: Co-Governance and Te Tiriti**
- MOE SAF project to strengthen foundations of Co-Governance constitution
 - Identify and document key operational aspects of the two schools
 - Develop a financial model to strengthen the co-governance partnership of Springs/Waiōrea
- FOCUS No.3: Curriculum and Pedagogy**
- Introduction of Aotearoa New Zealand’s Histories
 - NCEA Standards Review (2021 to 2024)
 - Pedagogies to support ILE
- FOCUS No. 4: Staff Professional Development**
- Digital fluency (Skills and Citizenship)
 - Retention and career development
- FOCUS No. 5: School/community relationships**
- Communication – website, Facebook page, Newsletter
 - Consultation re transition away from NCEA L1
- FOCUS No. 6: Infrastructure Development**
- Project manage transition of Hall into an ILE teaching space (roll growth)
 - Manage the establishment of 3 modular classrooms on site (roll growth)
 - Work with MOE on Stage 2 detailed design (roll growth)
 - School/Auckland Council gymnasiums partnership – on or off
 - Stage 1 project completion (Tapac remediation and construction of fifth studio)
 - Classroom refurbishment – PH Block
- FOCUS No. 7: Budget and Fiscal Planning**
- 5YA maintenance projects – plan and implement (c.\$1.1 million)
 - Re-engaging with FFPS
 - 10 YPP development and sign-off

