



Western Springs College-Ngā Puna O Waiōrea Board Hui Minutes, 31 July 2023 in WSC Staffroom

This meeting was also available via Google Meet for the public.

Item
The hui commenced at 5.04pm
<p>Present (Board Members): Louise Gardiner (Presiding Member & Meeting Chairperson) Ivan Davis (Principal) Carol Gunn (WSC parent-elected member) Jackie Floyd (WSC parent-elected member) Sarah Tizard (WSC parent-elected member) Joseph McCready (WSC parent-elected member) Evelyn Marsters (Co-opted Pasifika representative) Radha Patel (WSC student-elected member) Keri Gardner (NPoW whānau-selected member) Tracey Bell (NPoW whānau-selected member) Nikau Balme (NPoW tauira-selected member) Pā Chris Selwyn (Tumuaki) Asha Vaidya (Board Secretary)</p> <p>Present (non-Board members): Julie Debrecey (WSC Associate Principal) Peter Kerr (Head of Department [HoD] History) Bella Pomare (NPoW Kaihautu) - for Strategic Review/Student Achievement (needs to leave at 5:45pm) Darna Appleyard (NPoW whānau)</p> <p>Apologies: Robert Pollock (WSC kaiako/kaimahi tautoko-elected member) Tamati Patuwai - (Te Ohonga Ake member; co-opted Board member) Sailesh Vaidya (School Business Manager) Mary-Jane (MJ) Thompson (NPoW whānau-selected member; Te Ohonga Ake)</p> <p>Declaration of interests: None declared.</p> <p>(5:04pm) - Karakia - Nikau Balme</p> <p>(5:06pm - Pā Chris Selwyn joined the meeting)</p>

Curriculum | History

(5:06pm) Peter Kerr (HoD - History) welcomed by Louise Gardiner.

Discussion points:

- Link to Peter Kerr's presentation paper is [here](#).
- Acknowledged the high standard in the department set by Graeme Moran. There is a great culture at the centre of the History Department. History is an Option subject. There are good student retention numbers in the subject.
- Peter gave special mention to Emma Dwyer (HoD - Social Studies) and Jessica Sinclair (HoD - Learning Centre) for the contribution that they have both given to the History Department in previous years, and for the support they still provide the department despite not teaching History currently.
- One of the strengths of the History Department is that it puts Te Tiriti at the heart of what we do. Peter also acknowledged that there is always more that we can do.
- Peter thanked Nikau Balme for the kōrero on the marae on a recent Year 13 History trip.

(5:15pm - Joseph McCready joined the meeting)

- Three of the five History teachers are facilitators of the "Teaching to the North-East" programme by Russell Bishop.
- The department has grades that are above the national average. However, Peter noted that we need to improve pass rates of Māori students. Pass rates of Pasifika students are generally good. As a department, we want to maintain high standards and aim to raise pass rates for our Māori & Pasifika students where we can.
- Scholarship results have traditionally been very good, but 2022 was not the best year.
- The department would like to attend NPoW homework centres.
- Discussed the plan for changing NCEA Level 1 (L1) course, and that as a department, the teachers feel that by reducing the L1 external assessment loads, then deeper learning can take place.

(5:20pm - Darna Appleyard, NPoW whānau, joined the meeting)

- The Board was offered the chance to ask Peter any questions.
- Evelyn thanked Peter for his report. She asked if his department had noticed any trends for our Māori & Pasifika students who take History? She noted that we're seeing trends across other areas of the school. Peter replied that the pedagogical approach of Russell Bishop has targeted how to avoid marginalising certain groups of students. Aim would be to build whānau-like teaching.
- Attendance rates were discussed, and that this is one of the greatest factors to affect the student success rates for any subject.

- Pā Chris & Nikau noted that students are passionate about History as a subject & a department.
- In response to Ivan's question about how the 90-minute lesson structure affects teaching in History, Peter replied that it allows teachers to delve into subjects more deeply and students to have more time to process what they have learnt.
- Pā Chris queried any effects on attendance with the two 90-minute lessons + one 60-minute lesson structure. Pā Chris noted that his Year 13 teaching programme has been affected. Peter acknowledged that it is definitely harder to catch up when a 90-minute lesson is missed.
- Whaea Tracey asked if there is engagement between NPoW kaiako and WSC History teachers? Peter replied that the History Department does not want to put pressure on our NPoW kaiako to always be helping them, and that it is up to the department as a whole to ensure they are undertaking Professional Learning & Development (PLD) in order to provide balanced teachings & learnings in relation to Te Tiriti and Te Ao Māori. Peter is happy to take up any offers of working with NPoW kaiako.
- Pā Chris is happy to accept Peter's offer to attend the Wednesday NPoW homework centres.
- Bella commented that NPoW are not always the experts, as people often expect.
- The ACCORD Teacher Only Days provided good speakers in 2022 for PLD. However, Peter noted that it is better for teachers to tap into the subject associations as the MoE provides funding via these associations.
- Louise thanked Peter for his presentation, and he in turn thanked the Board for the opportunity to speak.

(5:37pm - Peter Kerr left the meeting)

STRATEGIC REVIEW

Focus area #1 | Student achievement

(5:38pm)

The Board received mid-year 2023 reports on Student Achievement for WSC ([here](#)), Year 13/NCEA Level 3 students ([here](#)), and NPoW ([here](#)).

Discussion points:

- Louise explained that two of the mid-year 2023 reports (for Māori in English medium [MEM] and Pasifika) have been moved to Public-Excluded Business (PEB) as it may have been possible to identify individual students in these reports.
- Julie apologised to Evelyn as she didn't receive Evelyn's question in the agenda.
ACTION - Julie to provide the extra data that Evelyn Marsters has requested.

(5:40pm - Bella Pomare joined the meeting)

[NPoW Mid-Year 2023 Student Achievement Report](#) (report from Naomi Cusack)

Whaea Bella spoke to the above report, and offered the Board opportunities to ask questions.

Discussion points:

- The NPoW grades at this time of year include Polyfest grades.
- NPoW wants to focus on the Year 12 cohort at this time of the year. One-third of this cohort have less than 20 credits. Many of these students don't take Kapa Haka, which might be one reason why they're at risk. 60 credits at Level 2 are required to pass.
- Oranga Heads of House are making Individual Education Plans (IEPs) for their Year 12 students.
- Whaea Bella mentioned the success of weekly whānau hui for one particular student who left in Term 2 - this student is back on track after 2 weeks.
- Whānau hui are held with students who have attendance rates between 50% and 80%. Attendance is a standing item of the whānau hui agendas.
- Great NPoW attendance rates are seen when Kapa Haka kaupapa is ongoing.
- Study wānanga have started for subject endorsements.
- Pā Chris noted the good achievement rates in relation to Ngā Toi, Performing Arts, etc.
- Ivan acknowledged the greater challenge for NPoW in terms of attendance (i.e. coming from further outside our normal school zone can pose challenges sometimes).
- Nikau commented that for the 30% of Year 13 taura with under 20 credits, this is not indicative of how these students are tracking. Some students with portfolio subjects (e.g. Arts) will receive any potential credits later in the year.
- Ivan noted that our HoHs work hard to track student progress.
- Pā Chris queried if the Traffic Light Report shows how the student is tracking? Do we need to include the Traffic Light Report data in this report? It might give a more accurate overview of where students are at. Also, actual vs predicted data?
- Evelyn thanked Bella for the report. Evelyn asked if data about the success of the pilot programmes will be given back to the Board? Will the MoE give us a report?
- Bella noted that Level 2 Te Reo Māori (TRM) is not included. These papers are sent away for moderation.

ACTION - Julie will ask for more information on the success of the pilot NCEA programmes.

- Evelyn likes the study wānanga that involve students who want to move from Merit to Excellence. Can these be applied to WSC?
- Whaea Bella noted that two former kaiako were invited back for support (Whaea Tangimai Fitzgerald & Whaea Alice Heather). Students still self-manage in these study wānanga, which are subject-based and run in 2 sessions with kai (onsite) in between (i.e. 3:30-4:30pm session, then kai, followed by the second session from 5-7pm). Pā Chris noted that these wānanga are more manageable with a 7pm finish.
- Whaea Bella noted that she used a new format for the report - still making tweaks. Evelyn commented that she likes the "what" and the "so what".

- Louise thanked Whaea Bella for her report.

(5:59pm - Bella Pomare & Chris Selwyn left the meeting)

[Student Achievement Report - half-year 2023 WSC data](#) (report from Julie Debreceeny, who spoke to the Board)

- Credit-tracking - for students who have >20 credits at Level 1 (L1), then we're confident. However, we need to keep a close eye on students who have less than 20 L1 credits, as well as any Year 12 students who have over 15 credits.

[Level 3 NCEA/Y13 Report - July 2023](#) (report from Heather Dikstaal - Y13 Academic Director)

Discussion points:

- The above Year 13 report is confident. Endorsements are on track.
- We have a large number of International Students.
- We're still enrolling 8-10 students a week - many of these students will not get a qualification in only 8 weeks - these do have a percentage impact. Domestic students from overseas (are ESOL too), so they might not get their qualification within the same timeframe.
- Louise is happy to make our half-year results public, noting that we have an obligation to publish these results to our community. Authors should not be too specific so that individual students can not be identified.
- There are 10 students who have gone onto meaningful pathways (e.g. apprenticeships) - they are Year 12s leaving by the 2nd half of the year.

(6:07pm - Chris Selwyn returned to the meeting. Google Meet also disconnected at the same time)

- Derived-grade exams (previously called "mock exams") are important.
- Ivan noted that we have great systems that are a strength of our HoHs. The exit qualification is the most important. Any student who has been with us for 70 days is included in our end-of-year data.
- Carol asked if we have gained students? Ivan replied that our roll is the same on day 1 as it is now. Normally, we would expect the roll to be less (50-100 students is the usual attrition rate). The Senior school is huge, especially the Y11 students. Julie noted that the teaching space & larger class sizes put pressure on teaching & learning.
- Louise asked how we can mitigate the risks. Julie replied that some schools might consider rostering home. Julie doesn't notice it at the moment and things are settled - Ivan agrees.
- Carol noted that we should keep the MoE informed of any areas of underestimation, and we should give feedback to our networks.
- Louise queried if there are any plans to have study groups at the end of the year? Ivan replied that individual departments can assess this. Julie added that study periods are being prepared to take place if there is a need, from 31 October 2023.

Focus area #2 | Co-Governance Te Tiriti (6:18pm)

Discussion points:

- Louise thanked Evelyn & Tamati for their help on the document that's been prepared. This step is like immediate horizon-planning.
- Legislation shows that a Presiding Member is required. The Board can determine other roles thereafter.
- The proposed model does not include a chair for Kura Auraki vs Waiōrea. Every Board member should be able to represent all our WSCW students. We would have at least one Māori co-Chair, but it could be an elected member rather than a selected member.
- Louise asked the Board for comments or feedback.
- Carol asked what are the next steps? The response was that the role of the Chair needs to be co-designed, and that hasn't been given today. Louise is still the Presiding Member, so the Board can be confident.
- We're asking the Board to take "a leap of faith" with trust and transparency. Some of the concerns are to do with workload.
- Needs to be made clear that the Presiding Member is not the same as the Chair. We could have two Chairs and the Presiding Member, if we wanted.
- Carol noted that at the 17 May 2021 Board Meeting, the Board passed a motion that allowed a change in nomenclature and the Board Chair was changed to the Presiding Member. Therefore, we would need to revoke the previous motion and to rewrite it to make it clearer.
- Carol commented that we should have some eligibility rules for the co-Chairs. They could be the same as those for the Presiding Member. We should eliminate any family to avoid any potential conflicts of interest. Louise noted that we did not need to have this in the policy - she gave the example from NZSTA. Things can be managed via conflicts of interest. We're a large, growing school and we have a highly-skilled catchment. She would be more comfortable to have things specified.
- Payments made to Board members versus Chairs were briefly discussed. Would we pay the co-Chairs the same? Louise noted that these payments are not taxed.
- The question was asked about what would happen if we couldn't find two people to co-Chair? Louise replied that we have a Board of 15 members, while most schools only have 7-8. There is an expectation of people knowing that we are a co-governance Board. We would just keep going or persuading a person to take up the role until we got two co-Chairs.
- **DECISION** - The finer details of the co-Chair roles & responsibilities can be fleshed out in the policy-making stages.
- Jackie noted that this is great progress and thanked Louise, Evelyn & Tamati for their work on this. She added that it will be important for everything to be documented. We're breaking new ground and it's exciting.
- Jackie noted that the delegations are not clear. In the absence of any delegations, would the Principal take on the daily running and administration of the school, and then the Board takes on

everything else?

- Louise noted that the Delegations policy is really out of date, and this is a risk for the Board.
- **ACTION - (Louise/Jackie)** To get the Delegations Policy updated and back to the Board for the next meeting (Mon 18 Sep 2023). Jackie is happy to help with this.
- **DECISION** - Until the changes are made, then Louise will remain as the Presiding Member.
- With the upcoming elections, the Presiding Member will need to be voted on at the meeting after the election.
- Louise asked at what point the Board would be comfortable to vote on the co-Chair role? She added that we get to make up what selection process we want, and it has been suggested that Pā Chris should run the selection process. It is also important that Tamati and Mary-Jane are present, but we could have a Special Meeting, if needed.
- **DECISION** - Any Board member can mark up the paper with comments, and then email them to Evelyn, Louise Gardiner and Tamati so that they can incorporate any new comments into the next iteration.
- **DECISION** - A Special Meeting to be held in approximately 4 weeks time. Date to be confirmed.

(6:58pm) - Dinner Break

Karakia - Evelyn

(7:16pm) - Meeting resumed

Focus area #3 | Curriculum and pedagogy

(7:16pm)

[Year 11 2024 Stakeholder Outreach Process](#)

The purpose of this item is to receive an update on the development of a consultation plan for the proposal to drop NCEA Level 1 (L1) for Kura Auraki (as signalled in the Annual Plan and discussed at the Board hui on 8 May 2023).

Discussion points:

- Evelyn was confused with one of the surveys (i.e. Pasifika whānau voice survey) - are we asking people OR telling them? What happens if everyone picks all three of the Qs in the proposed survey? Evelyn asked whose decision is it and has the full picture been considered? She hasn't seen any analysis yet and is getting mixed messages - she sees this as a red flag.
- Ivan believes that the decision to keep or drop NCEA L1 is a professional decision. Louise acknowledged that she has a difference of opinion with Ivan. He noted that our subject area teachers have been working on the plan, and that this change is going to come into effect next year.
- Evelyn, Sarah and Louise noted their children (and other students) said teachers are telling students that it's a happening thing. Evelyn feels that the non-consultation with the community is not a good idea, and there will be trade-offs. How do we know if it will work for everyone? A decision has been made. Feels that it has been assumed. Sarah added that some whānau are

concerned what will happen to students who want to leave after 2 years.

- Ivan noted that the NCEA L1 qualification is still there and we can still offer it to students, if that is best for them. The 20 credit carry-over has gone. This change is sweeping schools across the nation. Exit qualification is more important.
- When asked what would happen to students who are likely to leave at Year 11/NCEA L1, Ivan noted that we could consider taking 3 years to get to a Level 2 qualification instead.
- Evelyn asked if the school can give the Board a clear benchmark of what the anxiety and workload stresses are for students? We haven't surveyed students, so how do we know this? Also, what will the school monitor to see how well the changes have worked?
- Joseph commented that internal tracking seems to be taking place.
- Ivan noted that we have a mix of students and there are many permutations of how a student can achieve their highest exit qualification. We also have some Year 11 students who are capable of achieving the NCEA Level 2 (L2) qualification. The new NCEA L1 standards come in next year, but we don't know what they will look like. However, the current NCEA L2 standards will remain in place. Therefore, he sees it better for us to teach to standards that we know & are familiar with.
- Although Ivan raised these changes in his Principal's Report, Louise noted that we haven't heard from our community on the proposed changes. Ivan noted that he didn't feel comfortable going out to the community for feedback on the proposed changes.
- Whaea Tracey Bell noted that the messaging is a concern. NPoW has made the decision to keep L1 - she feels there is a conflict of message when Auraki says that it doesn't "mean anything", yet it does for NPoW. The messaging should complement both kura.
- Evelyn can't see or fully understand why NPoW is keeping NCEA L1, but Auraki is getting rid of it.
- Evelyn & Whaea Tracey both commented that Jess Sinclair's report is good, and presents balanced view points.
- Evelyn feels that the Board has not had oversight on the decision that has been made. Peter's presentation today indicates that the decision has already been made, and his report is a public document. She needed more data, including information about the trade-offs & risks. It is more of a process issue, rather than the decision around the NCEA. Best practice needs to be consistent across the school. We could have progressed things quite quickly if the Board's requests for additional information earlier this year had been considered.
- Ivan noted that the slowing down of the NCEA change process has only been confirmed this year.
- Evelyn is open to suggestions about the next steps from the other Board members, and then ways on how the Board can support Ivan with the next steps.
- Jackie also noted her confusion about whether the changes are happening or not. Do we now just deal with the fact that everyone already knows we're dropping NCEA L1? Is it too late to go out to the community to consult? Are there legal ramifications of not consulting our community?
- Louise said there are no legal ramifications. We need to have trust in our pedagogical leaders, but we're missing the community voice on the issue. We've been talking about this since 8 May, but no steps have been taken to engage with the community.

- The mutual feeling of constraint between Ivan and the Board was noted.
- Ivan noted that he has not made a public statement that WSC is dropping NCEA L1 from 2024. The Board strongly advised to avoid making statements to the press.
- Evelyn is deeply uncomfortable with making this decision without having consultation. Evelyn has had a request from Tupe Tai and Anna Witten-Sage for a meeting to discuss Pasifika students.
- If the consultation comes back against the proposal, then Ivan would be open to not going ahead with the proposal. Ivan would like a trimmed-down version to go out to the community.

CONSIDER

Louise noted that the consultation, planning and decision-making process for the potential removal of NCEA L1 for Springs has been a bit muddled. The school needs rich information from the community - questions might need to be reframed to get the right information.

We haven't got the whānau voice and the student voice in this conversation. Is important to consider. Is a partnership between school and home. The Education Act makes it legislative to consult with the community on the strategic decision.

DECISION - We need to think about the communications going forward. Clear and consistent information is required. The messaging needs to be clear about the difference between WSC and NPoW in terms of their decision to abolish/retain NCEA L1.

ACTION - Julie to send a document to the Working Group (decided at the 8 May 2023 Board Meeting) that will decide on a general statement first, which can then be tailored for different groups (e.g. Pasifika, Māori in English Medium students, etc).

Strategic planning approach 2023

Brief update by Louise to confirm the approach to strategic planning, with a requirement to submit a strategic plan to MoE by 1 March 2024.

REGULAR REVIEW

Regular reports

The Board received the Principal's report (which now includes the Health & Safety update) and a document related to the proposed dropping of NCEA L1.

[Principal report for Board - July 2023](#)

[Report on NCEA Level 1 initiative - "The Why"](#)

Finance update

[No finance committee meeting was held this month due to sickness]

Policy Review Committee (PRC)

The Board received the PRC's Term 3, 2023 Board Report.

[W PRC Board Report Term 3 2023 - July.docx](#)

Term 3 update included information on the following items:

- Policies for review in Term 3.
- Changes made to policies as a consequence of earlier reviews.
- Term 3 assurance requirements.

Master Plan Steering Group

The Board received the minutes of the Masterplanning Meeting held on Thursday 22 June 2023.

📎 Masterplanning Meeting Minutes - 22.06.2023.docx.pdf

ADMINISTRATION

Confirmation of minutes of previous Board meeting

The Board confirmed the minutes from the Board meeting held on 26 June 2023.

(Moved by consensus)

Matters arising: None

Correspondence

The Board received the correspondence received up until 31 July 2023.

(Moved by consensus)

Mid-term board elections and selection 2023

(8:10pm)

The Board received an update on the midterm Board election and selection (expected in November 2023) and the annual student election for WSC, and taura selection for NPoW (due in September 2023).

📎 School Board Elections 2023.pdf

Discussion points:

- Louise noted that the legislation hasn't passed yet, however, the midterm elections are likely to take place in November 2023.
- The Board needs to decide on the Returning Officers.
- Three positions are up for re-election in the upcoming elections:
 1. Presiding Member (Louise Gardiner's position).
 2. NPoW whānau-selected Board member (Mary-Jane Thompson's position).
 3. WSC parent-elected Board member (Carol Gunn's position).
- Electronic voting is not being offered by any provider for the upcoming elections.
- Both Ivan and Pā Chris support the re-appointment of Trevor Crosby as our WSCW Returning Officer/Kaiāwhina.
- Principal's EA (Asha Vaidya) is the usual Returning Officer for the student elections. Board happy with this to continue.
- Pā Chris noted that it is important for the Returning Officer to have knowledge of processes for both schools. While he is happy with Trevor being the Returning Officer, Pā Chris suggested that

we should have another person learning the processes so that the institutional knowledge does not all sit with one person.

- Louise noted that Asha worked closely with Trevor at the last round of elections, and she could be a candidate to learn the processes.

DECISION - The Board appoints Trevor Crosby as our Returning Officer / Kaiāwhina for the upcoming Board parent elections and whānau selections.

DECISION - The Board is happy for Asha Vaidya (Principal's EA) to continue in the role of Returning Officer for the WSCW student elections.

DECISION - More discussions to be had with Trevor Crosby about having another person(s) who know the processes for both WSC (i.e. election process) and NPoW (i.e. selection process).

PUBLIC EXCLUDED BUSINESS (PEB)

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 8.17pm and 8.32pm to discuss confidential matters. The resolution was passed by consensus.

Confirmation of PEB minutes

The Board confirmed the PEB minutes of the meeting held on 26 June 2023.
(Moved by consensus)

Complaints

Regular review of complaints received by the Principal, Tumuaki and Board.

Resumed public business - 8:32pm

Any other business: (8:32pm)

Tumuaki Report

- Pā Chris wanted to make it clear to the Board that he is struggling without his former Director of Operations. NPoW is missing two key administration positions. Pā Chris noted that he finds this situation "unworkable and untenable".
- A whānau hui was held last week (31 whānau attended). It was explained that NPoW will follow the path in terms of regaining the lost positions. He will continue to update the Board.
- Ahurea - approximately 100 taura have signed up, with 50 competitive spots. Will try for a non-competitive group. Have tutors for both. We still need to pay the Polyfest tutors - this will cover both Polyfest and Ahurea 2023 competitions.
- Pō Fiafia 2023 is returning on Friday 25 August.
- A group of 20 (3 kaiako and 17-18 taura/students) will be going to tautoko Nikau Balme in Dunedin for the Manu Kōrero Nationals.

- Matariki was successful this year, but activities will be reduced in 2024. Kaiako found it really hectic. Four fundraisers were held during Matariki (\$6000-8000 raised).
- Hui with parent organisers have been held for the 2024 Nationals in Nelson. Approx \$80-90k. Is currently looking like it will be cheaper to charter a plane. Carol recommended that we should do a proper comparison of the costs of charter flights versus commercial flights. Pā Chris noted that this would be done, and that he had a group working on this.
- Hākinakina - Netball, Rugby League, Ki-o-Rahi for Juniors in Term 4.
- Rōpū whanau - new structure going well. Needs lots of coordination.
- Ngā mihi to Whaea Bella and other kaiako who organised the Cook Island performance today.
- 2024 enrolments for NPoW are underway - 20 students have been accepted already. Looking at doing interviews at scheduled times.
- Study wānanga have started. Individual Education Plans, completion of assessments, working on preparation for external exams.
- Making good progress with Rumaki PD.
- Property - still experiencing smell issues. Storage containers have been moved. Weights room container - still need to do the audit. Have received a copy of the Engineering report now, which needs to go to Te Ohonga Ake.
- Question has been raised about the repair of the WSCW mural that was on the side of the hall. Pā Chris also asked why have all of the Waiōrea tuna logos been removed from the front of the school?

Students reports

- Radha and Nikau both indicated that they had no urgent matters to discuss at this meeting.

CLOSE

Karakia whakamutunga - Nikau Balme

The hui concluded at 8.43pm.

These minutes were confirmed by the Board at its meeting on Monday 18 September 2023 (Mtg 6).