

# REPOROA COLLEGE

*Small School, Big Achievements* | *Ahākaa he Iti, he Kahurangi*

## Board of Trustees Meeting Minutes

Wednesday 8th December 2021

6.30 pm Meeting Room

Meeting Commenced 6.33 pm

*In preparation for the meeting and to maximize use of our time together all trustees are expected to have read all correspondence circulated and where possible seek clarification on any matter or issue prior to the meeting of which they are unclear. This will allow the focus to be on informed discussion. It is expected you will have read them all on-line, found in BOT Google Drive.*

Agenda Items	Led by:	Action Minutes
<p><b>1. Introduction</b></p> <ul style="list-style-type: none"> <li>a. Karakia &amp; Mihi</li> <li>b. Present &amp; Apologies</li> <li>c. Minute taking for today's meeting</li> </ul>	Kerry Pearce	<ul style="list-style-type: none"> <li>a. Alaina</li> <li>b. Bruce, Brendan, Kerry, Catherine, Alaina, Tracey, Hine via zoom</li> <li>Apologies: John, Graeme</li> <li>In attendance Knisha</li> <li>c. Sue</li> </ul>
<p><b>1. Administration</b></p> <ul style="list-style-type: none"> <li>a) Confirmation of minutes [Circulated] of last meeting</li> <li>b) Matters arising from previous minutes not covered on agenda</li> <li>c) Correspondence inwards/outwards</li> <li>d) Finance Report November 2021</li> </ul> <p>- There is no finance report for November.</p>	Kerry Pearce	<p>Confirmation of Minutes deemed true and correct moved by Catherine seconded by Bruce</p> <p>Correspondence In: NZSTA email regarding a survey about OIA. We did not receive the survey as a board so no need to complete. Religious instruction Policy response received.</p> <p>Finance Report: NO report for November yet.</p> <p>Budget 2022 Ratification moved by Catherine seconded by Tracey</p>

<p><b>e) Budget 2022 Ratification</b></p>		
<p><b>2. Principals Report</b></p> <p><b>Objective 1: Learners at the centre</b> – Learners with their whānau are at the centre of education</p> <p><b>Objective 2: Barrier-free access</b> – Great education opportunities and outcomes are within reach for every learner.</p> <p><b>Objective 3: Quality teaching and leadership</b> – Quality teaching and leadership make the difference for learners and their whānau</p> <p><b>Objective 4: Future of learning and work</b> – Learning that is relevant to the lives of New Zealanders today and throughout their lives</p> <p><b>Objective 5: World-class inclusive public education</b> – New Zealand education is trusted and sustainable</p> <p>Draft AOV 7 - 10</p> <p>Staff Welcome</p> <p><b>Monitoring</b></p> <p>a) Ratification of Stand downs and Suspensions</p> <p>b) Section 27s</p> <p>c) EOTCs</p>	<p>Brendan Carroll</p>	<p>Principals Report see attached</p> <p>The attendance has been low since August due to Covid. Parents have had concerns and have not been sending their students to school. Kirsti Treanor is going to receive a 0.2FTE next year to mentor our Maori students and encourage student engagement.</p> <p>SENCo report see attached. The board would like to ensure that Annabell is receiving the support she needs. This report was discussed in depth. Annabell thanked.</p> <p>Careers / STAR / Trades / Gateway report attached. Overview of what has happened this year. Carey thanked.</p> <p>Sports Report looked at. Andrew to be thanked.</p> <p>DATA discussed in depth. Brendan to add a line across the data for start of year and mid-year expected levels. Plans are being made for next year to ensure collaborative teaching and programs to ensure the acceleration of our students.</p> <p>The board would like to Thank the staff for their work this year. Morning Tea shout on Thursday.</p> <p>EOTCs NIL</p> <p>Principals report moved by Catherine and seconded by Bruce.</p>
<p><b>4. Strategic Planning –</b></p> <p>a) Policy Reviews</p> <p>Harassment</p>		<p>Strategic Plan.</p> <p>ERO review. ERO email received. They thanked Catherine, Brendan and Knisha for their input. We have been signed off for the next 3 years.</p>



<p>Religious Education/Religious Instruction Maori Educational Success</p> <p>b) Charter Update</p> <ul style="list-style-type: none"> <li>● Strategic Plan</li> </ul> <p>c) Assurances</p> <ul style="list-style-type: none"> <li>● ERO Review - Update</li> <li>● Covid Mandate and H&amp;S</li> <li>● Presiding Member Results</li> </ul> <p>d) Attestations</p> <ul style="list-style-type: none"> <li>● Community Report</li> </ul> <p>e) Property</p> <p>f) Other</p> <ul style="list-style-type: none"> <li>● Work Plan for 2022</li> <li>● Succession Planning</li> </ul>		<p>The new Action plan combines the charter, the strategic goals, the annual plan, the targets and when and how this will all happen. This will be populated by the first meeting in 2022 to be ratified.</p> <p>Policy Review's Harassment. Cyber bullying was discussed.</p> <p>Maori Educational Success this has been incorporated into our strategic plan.</p> <p>Religious Education Policy Kerry will reply to add "Religious Education is not currently offered at the school"</p> <p>COVID Mandate and H &amp; S. We are at Red in the traffic light system. If we are at Red next Year we will all wear masks indoors. This must be put to all students and whanau families.</p> <p>Motion to extend the meeting by ½ hr put forward by Catherine. All in favour</p> <p>Presiding Member Results. These were discussed Kerry has asked if anyone has an issue with him please see him or another member to bring to his attention.</p> <p>Community Report. Kerry and Brendan to write a board report as to what's happened this year at the college. This will be advertised in the community.</p> <p>Work Plan 2022. The dates will need to be checked. Brendan and Kerry to tidy this up. This document will be ratified at the Feb 2022 meeting.</p>
<p><b>5. Any Urgent General Business</b> To be tabled through the Chair seeking agreement to be addressed or placed on next agenda</p>		<p>NIL</p>
<p><b>4. In-committee</b> In-committee Minutes</p>		<p>In committee 8.35 Out of Committee 9.04</p>

Principals Appraisal Matters Arising		
<b>Meeting Closure</b> <ul style="list-style-type: none"> <li>Preparation for next meeting</li> <li>Closing Karakia</li> </ul>		Kerry
<b>Date of Next Meeting: 16<sup>th</sup> Feb 2022 6.30pm</b>		
Meeting closed		9.07pm

Signed *BT Chair*  16/02/2022