

REPOROA COLLEGE

Small School, Big Achievements | Māhara he Iti, he Kahurangi

Board of Trustees Meeting Minutes

Wednesday 11th May 2022

6.30 pm Meeting Room

Meeting Commenced 6.35 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
1. Introduction <ul style="list-style-type: none"> a. Karakia & Mihi b. Present & Apologies c. Minute taking for today's meeting 	Kerry Pearce	<ul style="list-style-type: none"> a. Brendan b. Present and apologies: Bruce, Kerry, Catherine, Brendan, Alaina in attendance Carlee Robinson, Paula Crafer apologies Tracey c. Sue
1. Administration <ul style="list-style-type: none"> a) Confirmation of minutes [Circulated] of last meeting b) Matters arising from previous minutes not covered on agenda <ul style="list-style-type: none"> • HoF Science c) Correspondence inwards/outwards d) Electronic Motions <ul style="list-style-type: none"> • Deans Trust 	Kerry Pearce	<p>Confirmation of minutes deemed true and correct moved by Catherine Secoded by Bruce.</p> <p>Matters arising HOF of Science curriculum to zoom in at 7.30.</p> <p>HOD of Science report. Martyn welcomed. Priority number one for Martyn is another science teacher, who is permanent to split the load. We would like another teacher to teach level 1 so he can keep in touch with the juniors and relieve some of his stress. The Yr 7 & 8's are currently doing</p>



● Board Vacancy
e) Finance Report February/March/April 2022

science in STEAM. He believes we are not meeting the needs of our Yr 7 & 8's at the moment. Martyn is trying to find a balance where he is teaching traditional science and making it fun and relevant to the students. For the Yr and 9 & 10's. The seniors he is trying to establish where it will go regarding the MOE. The Yr 11's are getting a better grounding for level 2. To enable them to move on and get better grades in 2 & 3. Martyn has students in level 3 this year that didn't take the subject in level 2. This shouldn't happen. Martyn does not want to lose the Yr 7 & 8 students but what has been done this year is working so far, he admits it is not ideal. Martyn is happy to bring someone on board to take over the management side of science. Martyn would like island stations in the Labs to make the Labs more user friendly for teaching. Martyn was asked how his well-being is. He said there are very few days he leaves thinking he doesn't want to come back tomorrow.

Correspondence. NZ Histories curriculum change flyers handed out.

Graham's formal resignation received by the BOT.

Motion put forward by Kerry The Board accepts the changes to the CONSTITUTION AND RULES OF REPOROA COLLEGE EDUCATIONAL TRUST (INCORPORATION) A Trust Board Incorporation under the provisions Of the Charitable Trusts Act 1957 under clause 15a. of the constitution and rules and approves the Deed of Restatement and Amendment Peter, Joan & Kay Dean Reporoa Educational Trust (Formerly Reporoa College Educational Trust (Incorporated). All in favour

Motion put forward by Kerry The Board proposes to fill the current parent representative vacancy by selection. All in favour.

Finance report. Catherine and Brendan met for this. See attached.
Brendan discussed. Brendan moves financial report seconded by Catherine
All in Favour.



<p>1. Principals Report Attendance Strategic Goal 2.1 All students that transition through Reporoa College will leave with a viable pathway. NCEA confirmed results</p> <p>Monitoring</p> <ul style="list-style-type: none"> a) Ratification of Stand downs and Suspensions b) Section 27s c) EOTCs 	<p>Brendan Carroll</p>	<p>Principals report see attached. Brendan discussed in depth for our guests. Attendance discussed. 10YP discussed. In depth. EOTC's discussed. Subject to all forms the board are happy for Brendan to follow through with these. Principals report moved by Brendan seconded by Catherine.</p> <p>Delegations discussed. Tracey added to finance, Bruce and Catherine added to property 5/10YP</p> <p>Motion put forward by Kerry to Delegate responsibility of management of the 5/10YP to Brendan, Kerry, Bruce and Catherine. All in favour.</p>
<p>4. Strategic Planning – a) Policy Reviews</p>		<p>Strategic planning</p> <p>Policy reviews please do these before the next meeting.</p> <p>Action plan update. We applied for 50hrs PLD for culturally responsive curriculum and we have received 200hrs. 2 sessions have been completed already. There have been meetings with SLT and HOF making sure they are on board with the BOT goals. A spreadsheet has been created with every student and the relevant information for each of them.</p>

<p>Term 2 review topics</p> <p>Healthcare</p> <ul style="list-style-type: none"> • Medicines • Managing Minor/Moderate Injury • Managing Serious Injury and Illness • Infectious Diseases • Reporting and Recording Accidents and Incidents <p>Behaviour Management</p> <ul style="list-style-type: none"> • Bullying and Online Bullying • Surrender and Retention of Property and Searches <p>Board review</p>		<p>Ratification. The 10 Year Property Plan proposed by the Ministry and prepared by Watershed be accepted and approved by the Board. All in favour.</p> <p>Board elections to be added to the newsletter.</p> <p>Comment made that more information needs to go out to the community on a regular basis. This includes Board information, but also more information about the exciting things happening at the College.</p> <p>Motion to extend meeting by Catherine. All in favour.</p>
<ul style="list-style-type: none"> b) Charter <ul style="list-style-type: none"> • Action Plan Update c) Assurances <ul style="list-style-type: none"> • Annual Report to MoE d) Attestations <ul style="list-style-type: none"> • Community Report e) Property <ul style="list-style-type: none"> • 10 Year Property Plan Ratification f) Other <ul style="list-style-type: none"> • Work Plan for 2022 • Succession Planning - triennial election 		
<p>5. Any Urgent General Business</p> <p>To be tabled through the Chair seeking agreement to be addressed or placed on next agenda</p>		
<p>4. In-committee</p> <p>In-committee Minutes</p> <p>Principals Appraisal</p> <p>Matters Arising</p>		<p>In committee 8.23</p> <p>Out of Committee 8.35</p>

<p>Meeting Closure</p> <ul style="list-style-type: none"> ● Preparation for next meeting <p>Closing Karakia</p>		<p>Closing Karakia Catherine</p>
<p>Date of Next Meeting: Wednesday 22nd June 2022 6.30pm</p>		
<p>Meeting closed</p>		<p>8.41pm</p>


Bruce Tennant