

# REPOROA COLLEGE

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

## Board of Trustees Meeting Minutes

Wednesday 27th October 2021

6.30 pm Meeting Room

Meeting Commenced 6.36 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. Brendan, Bruce, Kerry, Catherine, Alaina, John Apologies: Graham, Knisha</li> <li>Absent: Tracey, Hine</li> <li>c. Sue</li> </ul>
<p><b>2. 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 September 2021</li> </ul>	Kerry Pearce	<p>Alaina welcomed. All members introduced themselves. And the chairperson explained the purpose of the board and the expectation of the student Representative.</p> <p>Confirmation of minutes deemed true and correct moved by Catherine seconded by Bruce all in favour</p> <p>Matters arising NIL</p> <p>Correspondence NIL</p>

<p>Finance report see attached. Bear in mind this is from September. The STP funding came through in the October operations grant and we are now on track. The draft budget for 2022 was discussed and this will be presented to the board at the next meeting. Finance report moved by Brendan seconded by Catherine</p>		
<p>Principals report see attached Attendance was explained to Alaina and what is considered a justified absence. Attendance in general was discussed and how our attendance percentages can be increased. The Covid vaccination mandate were discussed. The board asked how Jane has been received in her return and it has been very positive. The PB4L re integration was discussed. Brendan explained to the BOT how this will happen and be implemented again. This should be included in our strategic plan. This needs to be a longitudinal plan. This will be revisited at the next meeting. School docs has made the change to the policy about the delegated board member instead of deputy Chairperson. Principals report moved by Brendan seconded by Bruce</p>	<p>Brendan Carroll</p>	<p><b>3. 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>Monitoring</p> <ol style="list-style-type: none"> <li>a. Ratification of Stand downs and Suspensions</li> <li>b. Section 27s</li> <li>c. EOTCs</li> </ol>
<p>School docs was opened and the Behaviour management policy discussed.</p>		<p>4. Strategic Planning – a. Policy Reviews</p>

<p>Harassment</p> <p>Religious Education/Religious Instruction</p> <p>Maori Educational Success</p> <p>b. Charter Update</p> <ul style="list-style-type: none"> <li>• Timeline update</li> </ul> <p>c. Assurances</p> <ul style="list-style-type: none"> <li>• ERO Review - Update</li> <li>• Appointment Procedures - Staffing Update</li> </ul> <p>d. Attestations</p> <p>e. Property</p> <ul style="list-style-type: none"> <li>• Update</li> <li>• Turf Funding Update</li> </ul>	<p>ERO meeting</p> <p>The strategic structures were looked and tasks were given out. Brendan was tasked to seek advice on annual plans etc. He is meeting with Tauhara College and Taupo Nui a tia for some principals report planning including The link between the charter, annual plan, strategic plan and reporting to the board. It is believed the content is good but the structure needs to be looked at. Brendan needs to report back by the 11<sup>th</sup> November.</p> <p>Kerry to ask school docs if they have a basic religious policy we can have a look at as we do not currently have one.</p> <p>Charter update. Targets.</p> <p>Year 11 – 13 discussed.</p> <p>See attached. Certain students were discussed and their absence reasons. 1 student makes up 0.5% of our percentage data.</p> <p>The MOE came to visit Brendan today and we were told we are the top school in the North Island for maintaining Maori students in their senior years and their exit data.</p> <p>The targets were discussed in depth. This will be a working discussion over the next few weeks. How can we increase whanau engagement? Do we have parent interviews at the Marae? How do we make the school more inviting? How do we ensure our students are successful after school?</p> <p>We have had 9 Year 12 students leave for employment this year and this is something to be celebrated.</p> <p>These targets need to be targeted to our school. This was worked through in depth as a board.</p> <p>The targets were adjusted. Brendan will work on these further, add to the data and put to Knisha.</p> <p>The Year 7 to 13 data was discussed. Brendan has concerns with the Level 1's this year. Brendan has asked the HOD of Math to gain data in the Year 10's in 2022 to ensure they gain Level 1 numeracy.</p>
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<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> <ul style="list-style-type: none"> <li>• Deans Trust Update</li> </ul>		<p>Urgent general business: Kay dean trust. Brendan spoke to Alan today. Brendan to give him a wish list.</p>
<p><b>4. In-committee</b>  In-committee Minutes Principals Appraisal Matters Arising</p>		<p>In committee: 8.20 Out of Committee: 8.28</p>
<p><b>Meeting Closure</b></p> <ul style="list-style-type: none"> <li>• Preparation for next meeting Closing Karakia</li> </ul>		<p>Preparation for next meeting Brendan to do targets, will email when he wants the board to check. Draft budget to be distributed. Brendan to update ERO on progress.  Closing Karakia: Alaina</p>
<p><b>Date of Next Meeting: Wednesday 17<sup>th</sup> November 6.30pm</b> Meeting closed</p>		<p>8.30pm</p>

Signed      Bat Chair:       17/11/2021