

NAENAE COLLEGE BOARD OF TRUSTEES

**Minutes of the Board of Trustees Meeting
held in the Wharekai on Thursday 25 November 2021 at 6.30pm**

Present: Sarah-Jane McCosh (Chair) Andy Soper (Deputy Chair) Karen Shepherd, Rome Vailini (Parent Representative), Trudy Stead (co-opted member) Nic Richards (Principal), Eric Parker (Student Representative) and Devon Turi (Staff Representative)

Apologies: Tafaolmalou Loudeen Parsons and TiaTurahui

In attendance: Trish Crowley (BOT secretary), Teanna Fowell (guest)

SJ – karakia for opening and closing of meeting

SJ welcomed everyone to the meeting and acknowledged the hard work staff doing especially at this time of the year.

1. Student Representative report – Eric Parker

Eric explained that he had completed the NZSTA on-line course for new Student Representatives. In this training the NZSTA had recommend student reps do not need provide a written report to the Board. After some discussion the Board said they would like to continue to get a student report as they felt it was an important way to hear about the fundamental views and ideas of the students. Eric said he was more than happy to provide a written report to the Board.

Motion: that the student report be accepted.

SJ McCosh / K Shepherd

Carried

2. Staff Representative report – Devon Turi

The new school Haka, developed by property manager and Kumatua, Te Teira Taylor has proved very popular with the students.

A letter was circulated from staff regarding the safety of the young children of staff members. General discussion followed with Nic replying to questions from the board regarding what is already in place to protect staff. If necessary, the Board will develop a policy around Covid-19 safety. Hopefully more information will be available from the government in the new year.

The BOT will support the wellbeing of staff around the risk of unvaccinated individuals on site. Some suggestions were:

- Perhaps getting someone in to speak to staff. There are several organisations available to do this.
- Providing masks in whanau colours and/or school logo.

Motion: that the Staff report be accepted.

N Richards / A Soper

Carried

3. Principal's Report

The board agreed to think long and hard how they can continue to support staff with yet another year of possible COVID restrictions coming up. While the school has some robust wellbeing programmes in place, they asked what else they could do to help with their Wellbeing.

Term 4 is an extra busy time with the usual end of year activities eg. prizegivings, NCEA exams, Junior EOTC etc. plus there is now the added burden of dealing with ongoing COVID concerns and restrictions.

Our internal data projects result for Years 11, 12 and 13 at 74%, 92% and 70% respectively. These results are particularly pleasing given it was a COVID year.

Motion: That the Principal's report be accepted.
N Richards / R Vallini
Carried

4. Sub-Committee Reports

(a) Resource meeting

Naenae kai will not be renewing their contract so the Board will need to think about what to do with that space.

A house on the corner of Dayesh and High Streets are currently being demolished and new townhouses are being developed. This construction will encroach on the pathway into the school grounds. During the period of construction, a temporary pathway will be put in and then made good on completion.

Staff Wellbeing - Financially we are in a good space so there is scope to engage outside agencies to assist staff with wellbeing etc.

With Meredith Hay moving into TIC Technology position, he is developing ideas to refresh the space around safety and behaviour. Again, there are funds in the budget to enable this to happen. This is a valuable subject area for students not interested necessarily interested in other pathways. This subject is great incentive for students wanting to go onto Weltech.

Beautification of the corridors – Nic has been looking at ways to upgrade/enhance the corridors of the school. This will make the areas more friendly and inviting for all staff and students.

Rome indicated that he would be happy to assist with finding a suitable graphic designer in the new year.

5. General Business

Funding application - A funding application to Pub Charities has been received for the sum of \$7,500 to fund the Ignite Leadership Programme for 2022. This programme is aimed at students in year levels 10, 11, 12 & 13.

RESOLVED that the Board formally approve the application to Pub Charity for \$7500 to fund the Ignite Leadership programme in 2022.

Moved: K Shepherd / N Richards
Carried

Coming Up

- Date for strategic prioritising – Sunday 28 November
- End of year Board function confirmed for 12 December 2021. Venue yet to be decided.
- Wellness programme to be carried over until the next Board meeting in 2022.

6. Additional correspondence

A letter from a concerned member of the public was tabled. This letter raised concern over Destiny Church using school facilities. Destiny Church hires the school hall on Sundays to hold their services.

The Board discussed the concerns outlined in the letter and the values of Naenae College. Destiny Church had also sent an email request enquiring when they could resume services in the hall once NZ had moved to the Traffic Light system next week.

The Board agreed that as this was a complicated situation, the whole board needed be involved in the decision making. It was agreed that this matter would be held over until all members were available. It is hoped for a decision in December.

7. Minutes of meeting held 28 October 2021

Amend page 1: Rome Vailini and Andy Soper were not present for the 28 October meeting – to be marked as absent.

MOTION: that the minutes of previous meeting be accepted
SJ McCosh / T Stead
Carried

8. Items for next meeting:

- Covid updates as necessary
- Destiny church update

PREVIOUS MEETING ACTIONS

| MEETING | ACTIONS REGISTER | Responsible/ Actioned (✓) | Due |
|---------|--|------------------------------|------------------|
| 25 Nov | Trish to send proposed meeting dates for 2022 ASAP | Trish | ASAP |
| 25 Nov | To report back to staff with these options listed | Devon | ongoing |
| 25 Nov | Nic to respond to staff re letter, through NZEI representative Gareth Johnson. | Nic | |
| 25 Nov | To assist with the enhancement of school corridors. | Rome | February meeting |
| 25 Nov | To make contact with Loudeen and Tia to inform them of the situation ASAP | Sarah-Jane | ASAP |
| 25 Nov | Nic to investigate the expiry of the contract with Destiny Church and circulate to the board members | Nic | ASAP |
| 23 Sept | Strengthening Student Engagement – report back in January | S-J | Jan 2022 |
| 24 June | Draft letter for MOE re: inequities in property funding | Karen | Ongoing |
| 25 Feb | To draw up appealing strategy document for the website. Organised to meet in the holidays. | Rome/SJ | Ongoing |
| 25 Feb | School Docs - Andy will send a message to members to flag documents which come up for review. | Andy | As required |

CLOSED SESSION

IT WAS MOVED that in terms of Section 48 of the Local Government Official Information and Meetings Act 1987 the public be excluded from this part of the meeting, as the Board wished to discuss matters which if discussed in public may infringe the privacy of a natural person under Section 9 (2) (a) of the Official Information Act 1982.

SJ McCosh / N Richards
CARRIED

Confirmation of Business taken in Committee:

The Board agreed that the business taken in committee be noted and the meeting return to open session. The matter related to staffing.

SJ McCosh / N Richards
CARRIED

Closing karakia by SJ.

Meeting closed: 9.30 pm

Signature: _____ Date: _____

REFLECTION/KARAKIA ROSTER

| | | | | | | |
|------------------------------------|---------------|---------------|----------------|---------------|---------------|---------------|
| | 28 Jan | 25 Feb | 25 Mar | 15 Apr | 27 May | 24 Jun |
| Kai | Karen | Trudy | S-J | Loudeen | Trudy | Karen |
| Meeting opening & close | Tia | S-J | Rome | Andy | Devon | Tia |
| | 29 Jul | 26 Aug | 23 Sept | 28 Oct | 25 Nov | |
| Kai | Te-Rina | Tia | Andy | S-J | Rome | |
| Meeting opening and close | Loudeen | Karen | Trudy | Devon | S-J | |

If you cannot do a session your name is down for, please just separately arrange a swap with someone else.

2022 MEETING DATES

Draft dates for Resource Meeting (Mondays)

| | | | | | |
|--------------------|-------------|--------------|------------|-------------|---------|
| January | 14 February | 7 March | 4 April | 16 May | 13 June |
| 4 July | 15 August | 12 September | 17 October | 14 November | |

Draft dates for BOT Meeting (Thursdays)

| | | | | | |
|------------|-----------|--------------|------------|-------------|---------|
| 27 January | 24 Feb | 17 March | 14 April | 26 May | 23 June |
| 28 July | 25 August | 22 September | 27 October | 24 November | |

Please note that meetings in the months of March, April and July have been adapted to allow for school holidays and public holidays and fitting in a last meeting before the April holidays.