Whangaroa College Board Meeting – May 14, 2018

1. Administration: Start 5:30 pm

- Karakia – Mr Anderson
- (1.1) Present – J Anderson (Principal), C Sherwin, M Tua, T Reed, P Millar, G Mills, R Morris, M Pivac-Kool, C Gannon, N Lane, J Joseph, R Grey, A Davidson, R Casey
- (1.2) Apologies – none

2. Strategic Decisions:

✓ (2.1) **Triennial Plan**

Innovation Programme – Digital Technology with Avondale College – A Ferris

- ✓ Handout given by A Ferris
- ✓ Last year was not as successful as it was hoped that it would be
- ✓ Senior mindset – no credits – why am I doing it – lack of enthusiasm
- ✓ B O'Donnell and A Ferris went to visit Avondale to investigate the programme – went with the mindset that school can't afford the programme which will now be going to cost $20,000 a year
- ✓ Person from Avondale College talked them through the programme
- ✓ Big literacy component and useful at developing skills that everyone needs
- ✓ This year digital literacy has become part of the curriculum
- ✓ AF and BD ended up being quite impressed with the programme
- ✓ Will cost $15,000
- ✓ Digital technology at our school outmoded – will need to be updated somehow
- ✓ Staff would need to be trained to run programme and student buy-in would be necessary
- ✓ Quick moderation
- ✓ Programme integrates well with POD Learning
- ✓ Recommendations – buy into programme this year or next – would be good if we could start at least one POD this year
- ✓ Teachers would have to upskill
- ✓ To send students away to get credits costs approx. $480 a course – if you don't have drivers then this won't work
- ✓ NZQA going to put all assessments on line – students need to be able to cope with this
- ✓ Lots of discussion followed
- ✓ Need to get Paul from Avondale up to speak to staff and Board re programmes
- ✓ Programme provided access to students, staff and whanau

3. Strategic Discussions:

✓ (3.1) **Principal's Report**

- ✓ ERO upcoming visit – very important – need at least 3-4 Board members to talk to ERO re Board Assurance Statement – next Tuesday – not sure what time but not after school – 10 – 12 noon Tuesday to talk to Board
- ✓ Charter – Policies – procedures give rise to strategic aims and annual plans
- ✓ Staff not trained in restraining students as yet – have asked Ministry for support in this
- ✓ PODs – still a way to go – some great, some okay, some a way to go – how can the Board support this?

- ✓ ERO will meet with students, Directors, Principal and BOT
- ✓ Best voices are student voices and Directors voices – how are outcomes for students improving?
- ✓ Moved that the Principal's report be accepted

J Anderson / C Sherwin CARRIED

- ✓ (4) Monitoring
  - ✓ Presentations by Director of School Operations (AF) and Director of Student Well-being (LD) – attached at end of these minutes – much of LD's information also in Principal's report – Miss Ferris and M Donaldson left meeting following their presentations
  - ✓ **Data Analysis**
  - ✓ Attendance data quite good overall
  - ✓ A push on getting grades in – some teacher haven't completed assessments that they said they were going to have done by now – why?
  - ✓ Summary of data – need explanation – invite C McDonald to come to next meeting
  - ✓ Why are numbers of students different in top tables and in bottom tables for year 11 and 12
  - ✓ Mr McDonald has taken up doing data analysis again only in last week
  - ✓ Need attendance in year levels as well as across the board.
  - ✓ **Finance and Audit Report**
  - ✓ Monthly finance reports as presented to finance committee included with minutes each month.
  - ✓ Moved that the budget for 2018 be approved with a $119,000 deficit – this relates mostly to both an unexpected drop in student numbers and staffing commitments as a result of reorganisation.

P Millar / C Gannon CARRIED

- ✓ (5) Identify Agenda items for next meeting:
  - ✓ C McDonald – explanation of Data analysis
  - ✓ Director of Teaching and Learning and Heads of Learning Presentation

- ✓ (6) Administration:
  - ✓ Moved that the last Board meeting minutes be accepted as read.

J Anderson / C Sherwin CARRIED

  - ✓ **Correspondence** – PUM Meeting Friday June 8th and letter from K Herewini re ANZAC participation BY College

Moved that this Committee move into committee under the terms of Section 48 of the Local Government Official Information and Meetings Act 1987 to discuss student matters and staffing matters

C Sherwin CARRIED

Moved that this committee move out of committee

C Sherwin CARRIED

Karakia - Mr Anderson

Meeting closed 7:40 pm

Directors' Presentations

Leanne Donaldson Director of Student Well-being

- ✓ Part of her brief is to support teachers requiring support – eg Advice and Guidance Programme for provisionally registered teachers
- ✓ RTLB (Resource Teacher Learning and Behaviour) talked to staff at Teacher Only Day – she meets with Leanne every second week
- ✓ Plans to do Kerikeri Half Marathon as a school team
- ✓ Friday kai – a chance for teachers to meet up after a busy week
- ✓ Staff dinner to happen this term
- ✓ School helped K Herewini with ANZAC Day set up
- ✓ A good number of staff turned up for students' first soccer game
- ✓ ALL programme running to improve literacy
- ✓ Rainbow reading Programme – help with reading comprehension – J Noe running this
- ✓ Working on student engagement – so students get confidence to read and enjoy it – hard work where reading is a problem
- ✓ In Maths – 4 groups - working on basic facts and multiplication
- ✓ Individual Learning Programmes updated for at risk students
- ✓ Special needs register being updated
- ✓ Looking at a student programme combining work experience, correspondence school work and some time at school
- ✓ Ngati Kahu meeting with some students on Mondays
- ✓ Met with Rubicon – made a plan to go forward – only two students on the programme at present – looking at enrolling more students - use of drugs a mental health issue and also a legal issue.
- ✓ Whanau Focus group – mixed success – C Sherwin apologizes for lack of consultation with staff re Trash to Flash
- ✓ Breakfast Club to get up and running – a couple of parents willing to help
- ✓ R Tucker Thompson – 2 student booked to go this month, 2 more to be confirmed and 4 in the pipeline for the future.
- ✓ LD going to update emergency procedures

Amanda Ferris – Director of School Operations

- ✓ Present focus – Appraisal and PLD
- ✓ Staff appraisal done by Roger Morris for last two years – being brought back in house this year
- ✓ Appraisal teams being set up and having a shared inquiry this term – process – be critical – reflect – look at ways to improve – reflect again
- ✓ Share inquiries at shared dinner – Board will be invited
- ✓ In appraisal looking at professional standards too
- ✓ The appraisal process will have a two to three year timeframe
- ✓ PLD – around literacy and numeracy – 100 hours for each
- ✓ Professional come in to support this – staff have to match professional support with equal time of their own
- ✓ Have identified literacy needs
- ✓ Also ALL support
- ✓ Other PLD around leadership and integrated and collaborative teaching – Mel Stepford who worked with school on curriculum review will work with us in this area
- ✓ PLD – checkpoints and reports
- ✓ Working on growth mindset as opposed to fixed mindset