

TIKIPUNGA HIGH SCHOOL BOARD OF TRUSTEES MEETING

held on Wednesday, 24th February 2021 in the Tikipunga High School Staffroom

MEETING OPENED: 5.29pm

KARAKIA: Recited by all

WELCOME: Ross Tipene

1. ADMINISTRATION:

1.1 PRESENT: Alec Solomon (Principal), Ian Smith, Ross Tipene, Eunice Roberts, Brad Flower, Annaliese McEwen (Minute Secretary)

1.2 APOLOGIES: Bev Walding, Tamara Matthews

Motion: The above apologies are received and accepted by the Board.

PROPOSED: Eunice

SECONDED: Ian

CARRIED: Unanimously

1.3 DECLARATIONS OF INTEREST: Ross Tipene – Employed by Te Taitokerau Education Trust and member of Manaia View BOT. Eunice Roberts – member of Te Ora Hau Board of Trustees. Brad Flower – noted to refrain from any discussions or decisions involving Oxford Sports Trust due to possible conflict through business ownership.

1.4 MINUTES FROM THE PREVIOUS MEETING:

Minutes of the December meeting were previously circulated and tabled.

Motion: The Minutes of the Board of Trustees meeting held on **Thursday, 10th December** are a true and correct record.

PROPOSED: Ross

SECONDED: Ian

CARRIED: Unanimously

1.5 MATTERS ARISING – Nil

2. MONITORING

2.1 ANNUAL APPOINTMENT OF BOARD CHAIRPERSON

As per NZSTA process meeting handed over to minute secretary to run the voting process.

Email tabled from Bev Walding with acceptance of any nomination.

CHAIRPERSON VOTING -

Nominations called for the position of Board Chairperson.

Ross Tipene put forth nomination for Bev Walding.

Seconded by Ian Smith.

No further nominations received.

Bev Walding is hereby declared the Tikipunga High School Board Chair.

DEPUTY CHAIRPERSON VOTING -

Nominations called for the position of Board Deputy Chairperson.

Brad Flower put forth a nomination for Ross Tipene.

Seconded by Eunice Roberts

No further nominations received.

Ross Tipene is hereby declared the Tikipunga High School Deputy Board Chair.

2.2 PRINCIPALS REPORT

School Roll – currently sitting at 350, 41 above MOE Roll prediction. Growth in Junior and Middle School.

NCEA Results – preliminary results report previously circulated and tabled. Pleasing results. Significant shift in L1, 2 and 3. All students who targeted to achieve UE did. Our Maori achievement is significantly higher than national level. Alec believes a big contributor to our results has been our increased partnership with whanau, quality of teaching and learning and extensive tracking. Alec acknowledged mahi of Emma Leyland and Kylie Adams.

Curriculum Development – Emma is continuing to lead the curriculum team, Leaders of Learning sharing a clear direction and desire to increase quality of student achievement.

Charter – First staff hui on charter held, staff unanimous that the 6 core focus areas are still relevant, discussed mechanisms used for evaluation. Alec to share update at next meeting.

Digital device kaupapa – currently reviewing digital kaupapa. Link to staff discussion panui shared.

Start of year evaluation – Evaluation document shared, staff could see their feedback from last year had impacted the decision making when planning 2021.

Human Resources – report given. Maths teacher appointed. Vacancy in Te Putahitanga. Sports co-ordinator resigned this afternoon.

Finance - Interim Report discussed. Still operating in surplus.

Lunches in schools – started and students are enjoying Whaea Bex kai, sit and eat kai kaupapa, unable to seat all students currently looking at the possibility of having two sitting. More chairs are required to accommodate all students.

Funding – no current applications.

Property – Property report tabled. Staffroom, Te Puatahitanga Deck and Te Matapuna flooring all completed. Te kauta/Hatea - held up due to COVID, now scheduled in terms 3 and 4. Te Matapuna front door – scheduled for Term 1 holidays Surplus land – valuation assessments being obtained for MOE.

Student Management – new kaupapa introduced for phones at school to reduce interruption to learning. Attendance Kaiawhina doing home visits and reporting back to Ian. Brenda overseeing Learning Support Kaupapa, delighted with new SWIS, several referrals have been made.

Final Comments - Steinlager Values Voyage postponed due to COVID and weather.

Delighted with the start of the year, very successful structured programme. Great to see Waimiriangi full of manuhiri at Powhiri. Growing roll

Staff excited with BOT investment in staffroom SLT

Motion: The Principals February Report is received and accepted.

PROPOSED: Alec

SECONDED: Eunice

CARRIED: Unanimously

3. FINANCE

Final budget to be approved when 2020 Accounts become available in May.

3.1 MONTHLY REPORT

Motion: The Tikipunga High School December 2020 Interim Financial Report is received and accepted by the board.

PROPOSED: Alec

SECONDED: Ross

CARRIED: Unanimously

4. DISCUSSION

4.1 Charter – Agreed to continue with Achieve, Connect and Celebrate. Alec consulting with staff regarding adjustments to actions and measurement. To be included in Principal's report at next meeting.

4.2 Principals Performance Agreement – Board Chairperson has completed process with Principals Appraiser.

4.3 Oxford Trust Motion – Application for assistance with funding to purchase audio-visual equipment for the new classrooms.

Motion: It was agreed by the Tikipunga High School Board of Trustees that a request be made to the Oxford Sports Trust for a grant of \$31,346.00 to assist with the purchase of audio-visual equipment which will be used by our Tikipunga High School Year 7-13 students throughout the year."

ABSTAINED: Due to a conflict of interest Brad Flower abstained from this decision.

PROPOSED: Alec

SECONDED: Ross

CARRIED: Unanimously

5. GENERAL DISCUSSION

5.1 NZSTA CONFERENCE REGISTRATION

Please complete registrations and return to Annaliese as soon as possible to complete registration and accommodation bookings.

5.2 NZSTA AGM DELEGATE FORM AND REMITS

Copy of Remits provided to Board. Decision on delegate and remits at next meeting.

5.3 DISCIPLINARY MEETINGS

Discussion regarding the importance of replay

6. IN-COMMITTEE

6.11pm IN-COMMITTEE – In accordance with the Local Government Information and Meeting Act of 1987, it was moved for reasons of confidentiality that the meeting move into committee.

6.24pm OUT OF IN-COMMITTEE: After discussion it was proposed that the meeting move out of committee.

7. CORRESPONDENCE

CORRESPONDENCE IN -

- | | | | |
|-----|-------------------|---|--|
| 7.1 | NZSTA | - | STA news Nov/Dec 2020 Issue |
| 7.2 | NZSTA | - | AGM Delegate Form and Remits |
| 7.3 | NZSTA | - | Annual Report |
| 7.4 | NZSTA | - | Professional Learning and Development |
| 7.5 | NZSTA | - | Book – New Zealand's Education Delusions |
| 7.6 | Education Gazette | - | December & February Issues |
| 7.7 | Hira Gage | - | Acknowledgement of receipt of letter |

CORRESPONDENCE OUT -

- | | | | |
|-----|-----------|---|-----------------|
| 7.8 | Hira Gage | - | Site Bus Access |
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MATTER ARISING –

Site Bus Access Letter – Alec has spoken to MOE National Office. Acknowledgement of receipt from Hira, waiting on report.

8. MEETING CLOSURE

8.1 IDENTIFY ITEMS FOR NEXT AGENDA

Past vs Present

AGM Delegate and Remits

8.2 IDENTIFY TASKS TO BE DONE

Annaliese – Check possible September dates for Past vs Present

8.3 BOT HOURS

To be recorded on Google Doc

8.4 NEXT MEETING DATE:

Wednesday, 24th March

8.5 MEETING EVALUATION

To be completed via Google Form.

KARAKIA:

Recited by all.

MEETING CLOSED:

6.37pm

Signed as a true and correct record

Ross Tipene

DEPUTY CHAIRPERSON