

MINUTES OF A MEETING OF THE PLIMMERTON SCHOOL BOARD OF TRUSTEES

held on 7pm, Thursday 6 July 2022

PRESENT:

Aaron Sherriff, Mike Forrest, Hamish Mexted, Aleida von Son, Emma Smith, Raj Krishnan, Jasmine Hardy-Mills, Brendon Cross, and Rebecca Smith.

APOLOGIES:

Keith Poore

GUESTS:

Jo Verran, Chris Steffensen

1 ADMINISTRATION

Brendon opened the meeting with a Ruruku. Aaron gave a brief overview of the agenda and welcomed everyone to the meeting including Jo Verran - Deputy Principal, who joined the meeting to provide an update on the art and design partnership with Hongoeka marae.

2 DECISION AND DISCUSSION

2.1 Art and Design Partnership with Hongoeka Marae

2.1.1 Taken as read in the Principal's report.

2.1.2 Jo provided an overview of discussions held with Kohai Grace regarding partnering with Hongoeka marae artists for the purpose of finalising artworks as planned for the library, the redesign of logos (school & syndicates), and the preparation of a Creatives in Schools proposal.

2.1.3 The Creatives in School's project would see the school work collaboratively with Hongoeka marae artists to co-facilitate creative deep dives into each syndicate and guide student-lead development of syndicate representative logos.

2.1.4 The Creatives in Schools project is contingent on securing funding and the deadline for applications is 12 August 2022. Jo Verran will prepare and submit the school's application.

2.1.5 The board agreed that these projects would provide important opportunities to further strengthen the school's relationship with Hongoeka marae.

2.1.6 It was suggested that a launch, rather than a consultation, should be considered for the presentation of the new logo. A launch would enable the school to plan and host interactive opportunities involving staff, students, and whanau to tell the story of the logo's meaning and the school's connection with Ngāti Toa and Hongoeka iwi. It would also provide an opportunity to re-introduce the Korowai and the journey that led to its design, as the original unveiling with the library opening was overshadowed by the initial Covid 19 pandemic.

2.1.7 The board was excited about future opportunities to replicate the Korowai in other parts of the school. The Weathertightness Remediation Works project, which will involve re-cladding of the hall and admin block entrance ways, may provide such opportunities. The board looks forward to receiving a project update following the current sketch design phase which is being completed by Robertson Hidzir Architects.

2.2 Annual Implementation Plan

- 2.2.1 At its last meeting the board discussed the Annual Implementation Plan, specifically the Achievement Targets, and what they mean, as well as Section 1.1 Effective Communication with the Community.
- 2.2.2 It was discussed and confirmed that annual Achievement Targets are to be used as a tool, to identify areas for focus and potential intervention, rather than as key drivers for the successful delivery of an annual plan.
- 2.2.3 Mike provided summary data from the 2021 achievement targets as a starting point of what should be reviewed in 2022, to ensure that the application of resources and funding is on track to address the lack of achievement in identified areas. Mike suggested that a review of progress to date would be a good activity for the incoming Principal and SLT to undertake in preparation for the 2022 Annual Implementation Plan.
- 2.2.4 The data for the 2022 Monitoring and Achievement Targets, with commentary on focus groups, has been included as a tab within the Charter Roadmap 2022 to enable the SLT to review and report against and inform the new board.
- 2.2.5 Mike made a recommendation to the board for the school to undertake a review of Culture Competencies, possibly engaging Toni Kahu-Sweet to support the school in using the Hikairo Schema resource for our own review with teachers, students and whanau this year, to highlight areas for the development and next steps for 2023.

2.3 Te Kaka Kura o Ngati Toa Rangatira - Consultation Letter

- 2.3.1 Taken as read in the Principal's Report.
- 2.3.2 The board supports the proposed development of a new character school Te Kaka Kura o Ngati Toa Rangatira and requests that Mike send a letter of reply confirming the board's support.

2.4 Pool Budget

- 2.4.1 Taken as read in the Principal's Report.
- 2.4.2 The board acknowledged and thanked Mike and Jasmine's perseverance, patience, and hard work in getting the pool project off the ground and to its current status. The board looks forward to receiving a further project update at its next meeting and hopes to be able to discuss plans for a re-opening celebration.

2.5 Covid Update - Covid-19 Protection Framework

- 2.5.1 Taken as read in the Principal's Report.
- 2.5.2 Mike has recommended that the SLT review and update the CPF in Term 3.
- 2.5.3 The Board notes and appreciates the flexibility of staff and continued efforts Rosemary has made managing relievers effectively allowing the school to remain open.

2.6 In-Committee

8.02pm - The Board resolved that the public be excluded, to protect the privacy of individuals concerned (moved by the Chair). 8.18pm - The Board resumed meeting publicly.

2.7 Confirmation of Electronic Resolutions

- 2.7.1 Taken as read in the Principal's Report.

It was moved (Aaron) Jasmine that the board formally confirms the electronic resolution that was circulated and approved via email.

CARRIED

2.8 2022 Triennial School Board Elections

- 2.8.1 Taken as read in Principal's Report, includes an updated timeline for the upcoming election.
- 2.8.2 Aaron confirmed that he will not re-stand and asked fellow board members about their intention of re-standing. Raj and Jasmine confirmed that they will not re-stand, although Jasmine is happy to support the board, as needed, to provide continuity for ongoing property projects. It was noted that this could be formalised in a co-option to a board property committee. The remaining members are intending on re-standing in the September election.
- 2.8.3 It was noted that the board currently has two co-opted members. This includes a representative from Hongoeka Marae. The board intends to continue this arrangement. Hamish indicated that he will be seeking to continue in this role.
- 2.8.4 It was noted that the next board meeting, scheduled for 11 August, will be the current board's last meeting. The new incoming board will meet for the first time on 15 September, 2 days after the results of the election are announced.
- 2.8.5 The board requested that the number of votes received for each candidate not be publicly published. Confirmation as to the legal requirement to do so will be confirmed by Rebecca.

2.9 Enrolment Scheme: Likely Out of Zone Ballot spaces in 2023

- 2.9.1 Taken as read in Principal's Report

It was moved (Hamish/Raj) that the board resolves that there is unlikely to be any out of zone enrolment spaces in 2023.

CARRIED

2.10 Term Dates in 2023

- 2.10.1 Taken as read in Principal's Report.
- 2.10.2 Recommended Term Dates:

Term 1

Starts: Wednesday 2 February

Waitangi day - Monday 6 February

Ends: Thursday 6 April (Good Friday 7 April)

Term 2

Starts: Monday 24 April

Anzac Day - Tuesday 25 April

Teacher Only day - Friday 2 June

Queen's Birthday - Monday 5 June

Ends: Friday 30 June

Term 3

Starts: Monday 17 July

Ends: Friday 22 September

Term 4

Starts: Monday 9 October

Teacher Only Day - Friday 20 October

Labour Day - Monday 23 October

Ends: Wednesday 20 December

It was moved (Emma/Brendon) that the board accepts the recommended term dates for the 2023 school year as listed above.

CARRIED

3 ITEMS FOR INFORMATION (in Principal's Report)

3.1 Property Update

3.1.1 Taken as read in the Principals Report.

3.2 North Porirua Kahui Ako (Community of Learning) update

3.2.1 Taken as read in the Principal's Report.

3.2.2 The board extended their thanks and congratulations to Jill Symonds, Shannon Ferguson, and Emma McClutchie for presenting at the conference.

3.3 Northern Porirua Growth Meetings

3.3.1 Taken as read in the Principal's Report.

3.4 Kelly Club Before and After School Care Report

3.4.1 Taken as read in the Principal's Report.

3.5 Transfer of School land ownership - Ngati Toa Rangatira Treaty Settlement

3.5.1 Taken as read in the Principal's Report.

3.6 Initiation of Weathertightness Remediation scope and design

3.6.1 Taken as read in the Principal's Report.

3.7 Paekakariki School request to transfer their Year 7-8 Technology Teaching to another centre

3.7.1 Taken as read in the Principal's Report.

3.7.2 The board to discuss further at its next meeting following enquiry with contributing schools to confirm anticipated student numbers for 2023.

4 MONITORING

4.1 Finance and Audit Report

4.1.1 Taken as read the Principals report.

It was moved (Mike/Emma) that the finance report and transaction report for 6 May 2022 to 6 June be approved.

CARRIED

4.2 PTA Update (as read in the Principal's report)

4.3 Health & Safety (as read in the Principal's report)

4.4 Roll Report (as read in the Principal's report)

4.5 Roll Report (as read in the Principal's report)

4.6 Attendance Report (as read in the Principal's report)

5 ADMINISTRATION

5.1 Minutes of the previous meeting

It was moved (Raj/Aledia) that the minutes of the meeting held Thursday 19 May 2022 be confirmed, as a true and correct record of the meeting.

CARRIED

5.2 Minutes of previous In-Committee meeting

It was moved (Aaron/Emma) that the minutes of the In-Committee meeting held Thursday 19 May 2022 be confirmed, as a true and correct record of the meeting.

CARRIED

6 MEETING CLOSURE

6.1 Agenda Items for Next Meeting

6.1.1 Review of Weathertightness Remediation works sketch design.

6.1.2 Technology center numbers for 2023 to be established to confirm if the current staffing can be retained should Paekakariki School change technology provider.

6.2 Communication for Newsletter - from BOT

6.2.1 Message from the current board to whanau, with an invitation for those interested in standing to contact current board members if they have any questions.

6.3 Actions from this Meeting

6.3.1 Mike send a letter of reply confirming the board's support for the establishment of the Te Kākā Kura of Ngāti Toa Rangatira character school in Titahi Bay.

6.3.2 Mike to forward a copy of the Student Discipline Committee report to the board.

6.3.3 Rebecca to look into the requirements for publishing candidate vote numbers following the Board election.

Meeting closed at 9pm

Next meeting(s):

- Term 3, week 3:11 August
- Term 3, week 8:15 September (new board)
- Term 4, week 3: 3 November
- Term 4, week 8: 8 December



