

Ōtorohanga College Board of Trustees
Minutes
27/05/2021

BOT Members: Mark Pitts-Brown (Chairperson), Lorraine Fox, Chris van der Heyden (Staff Trustee), Michael Ritch, Emily O'Reilly (Student Trustee) and Traci Liddall (Principal).

In Attendance – Paul Matthews (Specialist Advisor), Seilala Makasale (Minute secretary)

Zoom video: Traci Liddall

Mission Statement: To value all of our students, enhancing their self-esteem, academic potential, abilities and sense of responsibility

Motto: Ko te mana mo mua kit e whakamana – “Honour before Honours”

Strategic Priorities:

Goal 1: Kotahitanga: Providing effective governance

Goal 2: Rangatirantaga: “Building effective leadership and capacity at all levels

Goal 3: Whanaugatanga: Building positive partnerships for learning and wellbeing

Goal 4: Marau Matauranga: Building effective teaching practice at all levels

Goal 5: Ka Hikitia: Relentless focus on student achievement

1. Opening and Karakia/Whanaugatanga

Led by Mark Pitts-Brown

- a. Karakia – by Mark
- b. Apologies - No apologies

2. Board Process, Planning and Training

Led by BOT Chair, Specialist Advisor

a. DP Reports

Have followed Board work plan

They would value direct feedback from the Board

b. Marae: Seeking approval from BOT to pull fence down. Koha for fence

Matua Tom wanted permission from school to pull down the fence as it is on our boundary. They have not asked for anything. Suggested \$500 koha as a good will gesture. **Chair Move \$500 be contributed to Tarewaanga Marae AIF**

c. Discussion for Sports Review

Decision to share whole review with the Sports team

Chair Move that we release full finding of the sports review report to the 5 sports committee member AIF

d. Discussion for Gateway Review

Chair Move that the report will be released in its entirety based on the fact that LC reads it first AIF

e. DP Professional Supervision

Traci recommended that DPs receive 1 hour supervision per term or as per their needs require (4 times per year)

Cost \$100 per hour

MPB Move a motion that the 2 DPs have access to 1 hour per term or 4 times per year for

f. BOT recruitment

MPB advises he will be standing down as Chair, however, will stay on till vacancies are filled

3 vacancies to fill

Election planner: sent to SM by LF through Messenger

Election date set to 30th July 2021

New trustees take office on 6th August

Advertise through Local Paper, Social Media, Newsletter – we can canvas as wide as we want. Suggested maybe a couple of board members to help drive.

PM – Concerted, positive constructed push. We got the opportunity to consolidate, deliver and move it forward strategically and positively.

(Zoom not working – TL on video call through LF phone) Exciting but important time and that's the kind of message we need to put out there. Pamphlets to include insert a page from NZSTA

MR to assist and PM have offered services if needed.

Chair Move to accept dates for by-elections 3 vacant positions AIF

g. School Audit Contract Survey: AuditorAppointments@oag.parliament.nz

No auditors report

3. Finance

Led by Principal

3 Reports - Annual 2020 Financials and March/April accounts – gone to Auditors

Looking relatively healthy due to money still to be spent

TL move that report be accepted as tabled 2nd CVH AIF

Emily left 7.02pm

4. Property

Led by Chris and Traci

Emily returned 7.05pm

Girls' soccer team have no goal posts. Chris to Get pricing for next meeting

TL Hall – Meeting with Electrical Engineer and FP next Thursday

Drawings in progress

Draw down money before deadline

Work out budget for work to be done on properties

What requirements or expenditure will we be facing?

Itemizing what needs to be installed and include in future budgets until 2024 when Healthy Homes requirements must be in place.

5. Hostel

Led by Mark and Traci

No report provided by Roy

Staff shortages

Roll at 44

Cook – relief till end of term, but must be police vetted by our school

Acknowledge Caroline for going over and above

PM – Terms of reference for Hostel Review (sent electronically – thumbs up by everyone)

Plan the consultation, develop plan with full partnership. **Employment**

Led by Traci and Specialist Advisor

In Principals report

6. Student Report

Led by Emily

Big part of this is Student leaders' steps up and lead by example

7. Principal Report

Led by Principal

Vision for TL – next BOT meeting

TL move that the Principals report be accepted. 2nd CVH AIF

8. Compliance and Hostel

9. Internal Evaluation

Start again next meeting

10. Administration

Led by BOT Chair

- a. Chair to move that the March 25 2021 minutes be accepted

Chair move that the March minutes be accepted AIF

- b. Matters arising

Nil

- c. BOT informed of any relevant correspondence

Nil

- d. Letter from SSEP

MPB – Dental services came to our school

80 students went thru

Offered free cleaning service for staff

Possibility of annual event

MPB – future agendas have an acknowledgement section

PM request to be reported: sent report in on Monday to go on shared drive

SM left 7.51

11. PEB

12. Date and key reporting/decisions for next meeting

WHO	WHAT	WHEN

13. Meeting close

Minutes are true and correct:

Date: 24-06-2021

