

MINUTES
Ōtorohanga College Board
10th April, 2024
5:30pm, Video Conference

Board Members: Jennifer Roughton (Staff Representative), Lyndsay Kurth (Principal), Michael Ritch, Aaron Cornelisson, Yvonne Mita (Parent Representatives), Kim Ingham (Co-chair) and Duncan Coull (Co-chair, Presiding Member).

In Attendance: Monica Clark (Board Secretary).

Vision: Empowering learners to succeed.

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 i te whakamana – “Honour before Honours”

Strategic Plan Priority Areas:

- **Learners At The Centre** - To provide a safe and inclusive learning environment where barriers to education are removed.
- **Learning Community** - To deliver effective teaching and quality learning experiences where learners strive for personal excellence.
- **Learning Partnerships** - To strengthen the partnership between home, school and the wider community to support learning.

Meeting opened: 5:30 PM

1. Opening and Karakia

Led by Duncan

Apologies: Nil.

Conflicts of Interest: *As per interest register. No new interests raised.*

Additions to the agenda: Nil.

2. Requirements for the first meeting of the year

Led by Duncan

- Code of conduct reviewed.
- Delegations reviewed. Delegations to the Principal to be reviewed at next meeting and added to the yearly plan.
- Conflict of interest register and conflict of interest policy reviewed.

Motion: That the Code of Conduct, Delegations, Conflict of Interest Register and Conflict of Interest Policy be approved as presented.

Moved: Duncan. All in favour. Carried.

- The 2024 Board Work Plan and review programme was reviewed. The Work Plan will be a living document that evolves throughout the year. It needs refining to better reflect strategic goals and agenda for the year ahead. Regular updates to go out to the school community. Regular Principal/PM Hui to resume, possibly two Fridays prior to regular Board meetings.

3. Board Discussions, Planning and Training

Led by Duncan

- **Strategic Planning:** The Board adopted the 2024-25 Strategic Plan/Annual Implementation Plan with updated Governance section. It will be available on the College Website by Friday.
- **Motion: That the 2024-25 Strategic Plan/Annual Implementation Plan be adopted.**
Moved: Duncan. All in favour. Carried.
- The Board considered implementing a disciplinary hui allowance. This was in place historically but has not been in practice for some time. Concerns were expressed that it could bring Disciplinary Committee Member's motivation into question. Conversely, it would ensure compensation for the time and emotional work involved, and ensure Members are able to give due consideration and professionalism to the role. The Education Sector also needs to seriously consider how they attract and retain governors, with meaningful recompense for the duty of care and responsibility required.
 - There are requirements for fair compensation of Board Members. Aaron and Michael to research further and present a recommendation at the next Board meeting.

4. Policies and Assurances

Led by Duncan

- Te Tiriti o Waitangi:
- **Policy for review:**
 - Te Tiriti o Waitangi: This document highlighted the real responsibility the Board has around equal education outcomes and legitimate consultation and engagement with local iwi. Ka Hikitia, Ka Hāpaitia - The Māori Education Strategy document to be added to agenda of next meeting. Good opportunity to start with our Ngāti Hinewai neighbours and engage with Taarewaanga Marae.
 - Board Responsibility: reviewed.
 - Documentation and Self-review policy: reviewed.

Motion: That the above policies be accepted as reviewed.

Moved: Duncan. All in favour. Carried.

5. Finance

Led by Lyndsay

- The February Payments to approve were reviewed.

- **Motion: That the February 2024 payments be approved.**
Moved: Duncan. All in favour. Carried.

6. Hostel

Led by Duncan

- **Hostel Alumni/Closing Celebration:** Budget to be set. Members outside of the Board to be invited. Aiming for date of June 22nd. Lyndsay, Kim and Yvonne to form a planning committee.

7. Administration

Led by Duncan

- **Motion: That the March 21st, 2024 Minutes be accepted as a true and accurate record.**
Moved: Duncan. All in favour. Carried.
- Matters arising: *Nil.*
- Board informed of relevant correspondence:
 - Inward: *Nil.*
 - Outward: *Nil.*
 - Internal: *Nil.*
- Action Points to be reviewed and obsolete/complete items removed before next meeting.
- Agenda items for next meeting: *Nil.*

8. Meeting closed at 6:30pm

Next meeting: Wednesday the 29th of May, 5:30pm.

Minutes are true and correct:



Duncan Coull

BoT Presiding Member

Date: 05.06.24