

MINUTES
Ōtorohanga College Board
3rd July, 2024
5:30pm, College Board Room

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

In Attendance: Vanessa Te Huia (DP, Hauora), 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: 5:09 PM

1. Opening and Karakia

Led by Duncan

Apologies: Aaron Cornelisson.

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

Additions to the agenda: Nil.

- **Guest Speaker:** Vanessa reported on the Hauora Pillar of the Annual Implementation Plan, with the following points of note:
 - Attendance: Chronic absenteeism is down 29.6% on this time last year, to 13%, which is 8% away from target. Six out of three indicators have been met, three are ongoing. Kōrero with whānau continue, with individualised support for 63 students now in place.
 - Wellbeing: Averages are sitting at over 70%. The College is making use of the Komodo Wellbeing App, komodowellbeing.com, which is a tool that is able to reach students in a different way and tracks progression of wellbeing needs and feelings

over time. Comparisons can be made across school and NZ averages. Next steps include: putting further supports in place and supporting teachers to meet needs with the available resources.

- Disciplinary Incidents: better scaffolding to support return post disciplinary action is being implemented. One of the biggest issues is resilience, anger management and the ability to work through issues. The College has connections with multiple agencies working together to proactively address issues. Incidences are down by 313, across various categories of issues, from uniform infringements to more serious behavioral incidences.

2. Board Decisions

Nil.

2. Board Discussions, Planning and Training

Led by Duncan

- **Student Representative Update:** Elections to be held on the 19th of September. Seilala Makasale to be returning officer, Monica to coordinate, Jenn to support with informing and enthusing students to ensure good ability to participate. Induction/onboarding to be organised. Elected student to join in the first part of the pre-Board meeting Principal and Presiding Member Hui.
- **Board succession planning:** Planning will ensure a smooth transition for the upcoming elections. The Board is still looking for one more representative with a student currently enrolled at the College.
- **Community Engagement:** Community Update to go out Friday 5th, July.

3. Policies and Assurances

Led by Duncan

- **Policy for review:**
 - Safety Checking: *Deferred.*
 - Board Assurances: as per the Principal's report.
- Motion: That the assurances be accepted as presented.**
Moved: Duncan. All in favour. Carried.

4. Finance

Led by Lyndsay

- Lyndsay confirmed that the May bills were paid on the 20th of the month following and that the May monthly statements were received.
 - The College is tracking well. Time to be spent at the next board meeting discussing strategic allocation of available funds.
- The Board to noted the following resolutions made via email:
 - 14.06.24 - Approval of May Accounts to Pay

- **Motion: That the financial reports be accepted.**

Moved: Duncan. All in favour. Carried.

5. Property

Led by Kim

- **Motion: that 75 Hinewai Street be returned to the MoE.**
Decisions deferred, boundary lines need to be better understood. Kim to investigate.
- **School Houses:** the Board was updated on the sale of School Houses.
- **Toilets:** The toilets at the back of the Hall are up and running. The Portable toilet block will be made operational during the holidays.
- **Science Block:** The College now has MoE approval to proceed.

6. Hostel

Led by Duncan

- **Hostel Closure Update:** Audit of Hostel assets to begin. Person to be engaged to start tender process for the Hostel.

7. Principal Report

Led by Lyndsay

- **Principal's report:** tabled. Meeting to be held with the Kahui Ako regarding Maori Achievement. Boards of all schools within the Kahui Ako to be invited to attend. Location: Ōtorohanga, Date: to be advised.

7. Administration

Led by Duncan

- **Motion: That the June 5th, 2024 Minutes be accepted as a true and accurate record.**
Moved: Duncan. All in favour. Carried.
- Matters arising: *Nil.*
- Board informed of relevant correspondence: *Nil.*
- Action Points reviewed.
- Agenda items for next meeting: *Nil.*

8. PEB: *Nil.*

9. Meeting closed at 6:54pm

Next meeting: Wednesday the 21st of August, 5:30pm.

Minutes are true and correct:

A handwritten signature in black ink, appearing to read 'D Coull', followed by a period.

Duncan Coull

BoT Presiding Member

Date: 21.08.2024