



NORTHLAND COLLEGE BOARD OF TRUSTEES

Minutes of a meeting of the Northland College Board of Trustees held on
Wednesday, 20th February 2019, commencing at 6.30pm

1.	<p>ADMINISTRATION -</p> <p>PRESENT: Kelly Yakas (Chair), Owen Hoskin (LSM), Elodie Vujcich, Paula Te Namu, Wendy Wright, Justin Blaikie, Keith Wihongi, Richard McLaren (Deputy Principal), Sarah Kendal (Assistant Principal), Beryl Dalton (Board Secretary)</p> <p>APOLOGIES: John Kendal, Solomon Dalton</p> <p>(1) RESOLVED THAT the apologies be accepted. Justin / Wendy - Carried</p> <p>CONFLICTS OF INTEREST:</p> <ul style="list-style-type: none"> Solomon's parents both work for the school Wendy and husband Steven have an agreement to place 80 hives on school farm (letter tabled) 	ACTION TO BE TAKEN
2. 2.1	<p>STRATEGIC DECISIONS</p> <p>2019 BUDGET:</p> <ul style="list-style-type: none"> Amendments read, discussed and approved Mereraina advises the \$24K deficit is manageable and available funds will be \$89K Budget for vandalism was adjusted down from \$10K to \$5K as early signs of improvement on last year's cost John has also gone through budget and is comfortable with outcomes providing for high priority areas Annual accounts for 2018 are currently in draft and will be sent to Auditors next month – looking like a \$70K surplus compared to a \$515K deficit from the year before <p>(2) RESOLVED THAT the Board of Trustees approve the 2019 Budget. Elodie / Justin – Carried</p>	



2.2	<p>2019 ANNUAL PLAN:</p> <p>Attendance - trying strategies to improve attendance –</p> <ul style="list-style-type: none"> • by making attendance a competition at year levels – Y9s are in the charge – we can provide an end of term reward plus house points and an end of year reward • by getting staff to be accurate with rolls and do fortnightly checks will help to make parents accountable quickly • On Friday we had 40 students to attend a Restorative Payback period but a lot of absences were cleared up and the actual number was 9 – Deans are giving lists of absences to students to be responsible to get their subject teachers to fix their attendance • We have been able to get students into subjects they wanted • teachers have done more planning <p>Literacy & Numeracy</p> <ul style="list-style-type: none"> • Y9 entry data is 79% below National Standards – we have e-asTTle testing next week which may see a change – looking for a gain • 2019 Y11 target for Literacy & Numeracy is 65% • 2019 Y13 target for Literacy & Numeracy is 100% <p>UE goal is 80% but may take a while to get</p> <p>Encouraging Y13s to stay in school so we can have full classes - if we can keep 60 Y12s that will boost our Y13 classes</p> <p>As a school and as a Board we are looking at a 3 year process to lift achievement and need have a conversation with other schools - he is co-opted onto Te Arahura (COL) and feels this needs to be the vehicle for information sharing in order to raise student achievement</p> <p>Our new Literacy programme looks so promising – students are amazing</p> <p>Looking at tracking where students are going to and quals</p> <p>CORE Education is providing a workshop for staff to develop our curriculum and to engage with the community on our curriculum (MOE funded) – no meeting dates set as yet</p>	
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	<p>(3) RESOLVED THAT the Board of Trustees approve the 2019 Annual Plan. Richard / Wendy - Carried</p>	
3.	<p>MONITORING:</p> <p>3.1 LIMITED STATUTORY MANAGER'S REPORT:</p> <p>Discussed</p> <p>(4) RESOLVED THAT the Limited Statutory Manager's Report be received. Owen / Elodie– Carried</p> <p>3.2 PRINCIPAL'S REPORT:</p> <p>Read and discussed by Matua Richard -</p> <ul style="list-style-type: none"> • New template for Principal's report • Volunteers for our new literacy programme need to be Police vetted • would like to see list of NGOs and how they can contribute to schools • CANVAS is our new Learning Management System which is driven from KAMAR – costs \$16 per student – ultimate goal is to transition to BYOD – full system-wide adoption next year – staff previously used Hapara Dashboard • Our chromebooks arrived two weeks ago – Y9 CBs stay in classroom – Y10s go to a space to collect and return them – Y11-13 to take home but gradual process • School Gala to be held on Thursday, 28th March • Implementing measures to support students' learning by doing a review of custodial services <p>(5) RESOLVED THAT the Principal's Report be accepted. Richard / Elodie – Carried</p> <p>3.3 HIWA-I-TE-RANGI REPORT:</p> <ul style="list-style-type: none"> • Tabled Annual Plan which is quite comprehensive • They have had a huge roll growth - Roll is at 22 • Great vibe – staff have the young ladies engaged • staff swap between NC and TPU 	<p>Richard – contact Mike Shaw re Night Market stalls to be held here on our Gala day 021 842032</p> <p>Board to do a stall for Gala</p> <p>Owen to talk to John re EdPro</p>



	<ul style="list-style-type: none"> combining courses with NC and TPU so students have more opportunities e.g. First Aid, Driving Licence courses <p>(6) RESOLVED THAT the Hiwa-i-te-rangi Report be received. Elodie / Paula – Carried</p>	
3.4	<p>FARM REPORT:</p> <ul style="list-style-type: none"> Production has dropped due to dry weather <p>(7) RESOLVED THAT the Farm Report be received. Elodie / Justin - Carried</p>	Justin to attend a Farm Committee meeting (7 th March)
3.5	<p>POLICY REVIEW – CURRICULUM:</p> <p>Deferred to March</p>	
4.	<p>STRATEGIC DISCUSSION -</p>	
4.1	<p>ERO BOARD ASSURANCE STATEMENT – CHECKLIST:</p> <ul style="list-style-type: none"> Draft Principal's Performance Agreement (PPA) – key personnel compliance document ERO are here on 13th March and will want to look at what has been ticked and the supporting evidence Justin would like to thank Whaea Sarah and Whaea Beryl for their assistance with the H&S checklist Trustees to hand checklists in to Whaea Beryl before ERO arrive 	<p>Board Chair and Principal to meet and discuss PPA</p> <p>Richard - can set up PPA on CANVAS with BOT access only</p>
5.	<p>ADMINISTRATION -</p>	
5.1	<p>CONFIRMATION OF MINUTES – 30 January 2019</p> <p>(8) RESOLVED THAT the Minutes dated 30th January 2019 be confirmed as a true and correct record. Elodie / Wendy – Carried</p> <p>MATTERS ARISING: per Action Sheet</p> <p>ACTION SHEET:</p> <ul style="list-style-type: none"> Tunnel house – poles have been bought – plans have been sent to Carpentry Tutor Kelly met with Jan Hoyle (MOE Adviser) last week and went over the Action Plan that Richard Abel put 	<p>Kelly will approach 2-3 members of our community to make up a panel to meet with MOE to consider Ministerial appointments to the Board</p>



	together with ERO recommendations – looking really good	
5.2	<p>CORRESPONDENCE</p> <ul style="list-style-type: none">Letter from NZSTA re AGM on 14/07/19 <p>Wendy recommends that Matua John should attend the NZSTA AGM as the information is very useful for principals.</p> <p>(9) RESOLVED THAT the Inwards Correspondence be accepted. Elodie / Wendy – Carried</p>	Kelly to talk to John re attending the NZSTA AGM
5.3	<p>SPIRIT OF ADVENTURE VOYAGE – January 2019</p> <p>Paula gave a brief account of her adventures flying to Invercargill and then sailing to Stewart Island on the Spirit of Adventure. NZSTA sponsored the voyage as training and support for Board Student Reps.</p>	
5.4	<p>NEXT MEETING DATE: Wednesday, 20th March 2019, 5.00pm</p>	
MEETING CLOSED AT: 7.54pm with karakia by Matua Keith		

Confirmed by Chairperson

20th March 2019

Date

