

# PASADENA INTERMEDIATE SCHOOL BOARD OF TRUSTEES

## Minutes

11 August 2021 6:30pm Pasadena Intermediate Meeting Room and Zoom

<b>Meeting Type</b>	Board Meeting started 6.35pm.
<b>Karakia</b>	Led by Stacey Morrison
<b>Present</b>	Jonathan Hughes (Principal), Stacey Morrison, Jerome Brown, Issy Coleman, Nick Allan, Tipene Lemon, Richard Green
<b>In attendance</b>	Christine Abercrombie, Donovan Farnham, Heather Ruru and students Huia, Gemma, Kurawaka, Tehya, Brandon, Zac, Gus, Ellie, Cash, Zara as well as the families of Zac, Ellie, Cash and Gus.
<b>Apologies</b>	Nil
<b>Minutes</b>	Jane Riddell

### 1. Administration Matters

<b>1.3 Declaration of interests</b>	NIL
<b>1.4 Confirmation of minutes</b>	<ul style="list-style-type: none"> <li>Moved; that the Board accepts the minutes of the previous meeting held on 30 June 2021 as true and correct.</li> <li>JB/NA : Carried</li> </ul>
<b>1.5 Correspondence</b>	<ul style="list-style-type: none"> <li>The inwards and outwards correspondence was received and approved.</li> </ul>
<b>1.6 Time allocation</b>	<ul style="list-style-type: none"> <li>The MoE requires board members to record and allocate time spent in their capacity as a trustee. Principal excluded.</li> </ul> <p><b>Action:</b> Time Allocation Sheet to be completed at the end of Board meeting.</p>
<b>1.7 Additional agenda items</b>	<ul style="list-style-type: none"> <li>JR has formally resigned from the role as Secretary, effective 31 December 2021.</li> </ul>

### 2. Regular Review

<b>2.1 Principal's Report</b>	<ul style="list-style-type: none"> <li>New caretaker Dave Smith has been appointed as Craig is leaving.</li> <li>Construction company for next renovation to be announced shortly with a September start.</li> </ul> <p><b>Conclusion and Action:</b> The Principal's Report was tabled, received and taken as read.</p>
<b>2.2 Specialist Reports</b>	<p><b>Conclusion:</b> The Specialist Reports were tabled, received and taken as read.</p>
<b>2.3 Mid-year update on the School strategic areas</b>	<ul style="list-style-type: none"> <li>CA presented the mid-year data.</li> <li>Programmes are offered to assist students with low achievement levels to accelerate their progress in reading, writing and maths.</li> <li>CA very pleased to report the overall progress of students from 66 below last year to only 36 this year.</li> <li>Professional learning groups are held for teachers to assist students to accelerate.</li> <li>Online learning is in place if another lockdown occurs.</li> <li>JH presented for Keith Ward.</li> </ul>

	<ul style="list-style-type: none"> <li>● Collaborative pedagogies strategy is working well and is a continual work in progress within the school and Kahui Ako.</li> <li>● CA presented for Mary Pretorius on Community.</li> <li>● JB advised the Quiz night is on 24 September and Expos are going well at local schools.</li> <li>● DF presented on Bi-lingual Pathways.</li> <li>● A Māori medium RTLB has been appointed to the school.</li> <li>● CA presented on Wellbeing, in particular for staff, students and community members. Overall it is going really well.</li> <li>● JB mentioned what great support teachers get from the management team, which is appreciated.</li> </ul> <p><b>Conclusion:</b> Mid-year update on the School strategic areas was tabled, received and taken as read.</p>
2.4 Kāhui Update - Collaborative Pedagogy	<b>Conclusion:</b> Kāhui Update - Collaborative Pedagogy was tabled, received, taken as read.
2.5 NAG 3- Protected Disclosure NAG 3 - Concerns and Complaints	<b>Conclusion:</b> NAG 3- Protected Disclosure NAG 3 – Concerns and Complaints was tabled, received, and taken as read.
2.6 Finance Report	<b>Conclusion:</b> The Finance Report was tabled, received, and taken as read.
2.7 Health & Safety Report	<b>Conclusion:</b> The Health and Safety Report was tabled, received and taken as read.

### 3. Strategic Review

3.1 Student data - mid year update on Curriculum expectations - Strategic Leaders and Students reporting	<ul style="list-style-type: none"> <li>● Tehya presented her speech on Wellbeing at Pasadena school, mentioning the effectiveness of the school counsellor and the Zones of Regulation.</li> <li>● Gemma talked about Enquiry and finds working in Google classrooms really helpful. Hero was also discussed and she finds it helps her to take charge of her own work.</li> <li>● Kurawaka and Gus talked about Bi-lingual pathways and associated activities. They feel part of the school as the Māori language is incorporated in many aspects of school life. The wairua is great.</li> <li>● Cash talked about Community and how the school connects with it. The collaboration with Siouxsie Wiles and Motat was a highlight.</li> <li>● Ellie presented Sustainability and then discussed the Climate Collage. She recommended all students, parents and local schools complete it to help the environment.</li> <li>● Zara and Brandon covered the area Students. Zara covered reading and the current topic 'How our World Works' as well as Maths. Brandon covered writing workshops and how they help with writing tasks as well as subject extensions eg maths and writing. Goal setting was also mentioned.</li> <li>● Huia and Zach talked about their personal experience in the Learning Centre, including the Steps programme. Miss Gray and Miss Farras are a great support for the students to improve their learning and confidence.</li> <li>● It was mentioned that it would be good to have shade on the field.</li> <li>● JH thanked the parents for bringing their children in. The Board was very impressed with the students' presentations.</li> </ul> <p><b>Conclusion:</b> Student data - mid year update on Curriculum expectations - Strategic Leaders and Students reporting was tabled, received and taken as read.</p>
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### 4. Emergent Review

4.1	NIL
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## 5. Discussion/Decisions

<p>5.1 Heather Ruru would like the BOT consider an application for her to go on a years' study leave for 2022</p>	<ul style="list-style-type: none"> <li>● Heather's application was discussed in depth.</li> <li>● The Board supports study leave for teachers however in this instance the timing, consistency for students and shortage of Rumaki teachers leads to some reservations.</li> <li>● SM moved that the Board declines Heather Ruru's Study Leave Application for 2022 due to the above factors, mainly the timing. The Board fully supports the application at a later time.</li> <li>● SM/IC: carried. All in favour.</li> </ul> <p><b>Conclusion and action:</b> Study Leave Application for Heather Ruru was tabled, received, taken as read, discussed and declined. SM to email HR of the Board's decision.</p>
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## 6. Board Requirements

6.1	Nil
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## 7. Meeting Closure

7.1 Agenda Items for next meeting	●
7.2 CLOSURE and Karakia	8.35pm Karakia led by SM

Note 1: List of correspondence has been emailed with board papers

Stacey Morrison, Chair  
Board of Trustees  
Pasadena Intermediate School