

PASADENA INTERMEDIATE SCHOOL BOARD OF TRUSTEES

Minutes

30 June 2021 6:30pm Pasadena Intermediate Meeting Room and Zoom

Meeting Type	Board Meeting started 6.30pm.
Karakia	Led by Stacey Morrison
Present	Jonathan Hughes (Principal), Stacey Morrison, Jerome Brown, Issy Coleman, Nick Allan, Tipene Lemon, Richard Green
In attendance	Mary Pretorius, Christine Abercrombie, Donovan Farnham, William Uele
Apologies	
Minutes	Jane Riddell

1. Administration Matters

1.3 Declaration of interests	NIL
1.4 Confirmation of minutes	<ul style="list-style-type: none"> Moved; that the Board accepts the minutes and PEB minutes of the previous meeting held on 19 May 2021 as true and correct. IC/NA : Carried
1.5 Correspondence	<ul style="list-style-type: none"> The inwards and outwards correspondence was received and approved.
1.6 Time allocation	<ul style="list-style-type: none"> The MoE requires board members to record and allocate time spent in their capacity as a trustee. Principal excluded. <p>Action: Time Allocation Sheet to be completed at the end of Board meeting.</p>
1.7 Additional agenda items	NIL

2. Regular Review

2.1 Principal's Report	<ul style="list-style-type: none"> A meeting by an external consultant on technology issues faced by parents is planned for August. This is for all the community. <p>Conclusion and Action: The Principal's Report was tabled, received and taken as read.</p>
2.2 NAG 3 – Protected Disclosure NAG 5 - Visitors	<p>Conclusion: NAG 3 Protected Disclosure NAG 5 – Visitors was tabled, received and taken as read.</p>
2.3 Strategic Goal - Community	<ul style="list-style-type: none"> WU and JB presented the Community report. Discussion led by WU re collaboration with school Pasifika communities e.g Westmere. One third of school students identify as Pasifika. Mentorships to be implemented to support and encourage students. Workshops planned next term to involve Pasifika parents and students. JB to implement a sports coaching/leadership programme with other schools. Quiz night planned for term 3. Jerome, William and Charlotte attending Tapa Sa, a Kāhui Ako initiative.

	<ul style="list-style-type: none"> Community basketball is still popular with students. <p>Conclusion: Strategic Goal – Community was tabled, received and taken as read.</p>
2.4 Enrichment Programmes	<ul style="list-style-type: none"> MP presented the Enrichment Programmes. Extensive additional programmes available for students, encompassing community input. TV3/ Motat excursion was successful. RG impressed about enrichment offerings and the variety of programmes to extend students. <p>Conclusion: Enrichment Programmes Report was tabled, received, taken as read.</p>
2.5 Student Wellbeing Data	<ul style="list-style-type: none"> MP presented the Wellbeing data. Zones of Regulation was been implemented as part of PB4L and is working well. Regular surveys will assist with trends across the school. Coping with stress workshops will be introduced as this has been identified as an area of concern. Discussion around support for gender diverse students. It was noted that teachers have been trained in inclusive language. <p>Conclusion: The Student Wellbeing Data was tabled, received, and taken as read.</p>
2.6 Future Focus - Numeracy	<ul style="list-style-type: none"> CA presented the Future Focus numeracy review. Students enjoy having different strategies and math’s videos to solve math’s problems. Discussion about the cost of online teaching resources for the school. RG suggested raising this with the NZSTA and possible the Kahui Ako due to the inequity in this area for many schools. Agreed by all. RG and SM to follow up. Continuing to provide PD to teachers to support the numeracy curriculum. <p>Conclusion and Action: Future Focus – Numeracy was tabled, received, and taken as read. RG and SM meet to discuss online teaching resources further.</p>
2.7 PB4L Timeline	<p>Conclusion: The PB4L Timeline was tabled, received, and taken as read.</p>
2.8 Kāhui Ako - Māori Medium - Korero	<ul style="list-style-type: none"> JH and DF presented the Kāhui Ako Māori Medium – Korero. Four leader model of Kāhui Ako is very effective. JH thanked the Board for approving his participation. DF attending meetings re equity for Māori medium students. Discussion re additional learning support available for Rumaki teachers in NZ outside of school hours. 100 hours in total. SM recognised DF’s mahi with this initiative. <p>Conclusion: Kāhui Ako - Māori Medium – Korero was tabled, received, and taken as read.</p>
2.9 Report on Principal Professional Development	<p>Conclusion: Report on Principal Professional Development was tabled, received, and taken as read.</p>
2.10 Finance Report	<p>Conclusion: The Finance Report was tabled, received and taken as read.</p>
2.11 Health & Safety Report	<ul style="list-style-type: none"> RG raised the rabbit hole issue. It was suggested the Sustainability Team contact the Pest Free Pt Chev group to collaborate. JH advised the Council has a robust programme re pest eradication and advises stats on results. Difference between lockdown and evacuation drills discussed. <p>Conclusion and Action: The Health and Safety Report was tabled, received and taken as read. RG to send details of Pt Chev group to JH for Sustainability Team.</p>

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3. Strategic Review

3.1	Nil
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4. Emergent Review

4.1	Nil
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5. Discussion/Decisions

5.1 Sign off Cyclic Maintenance Plan	<ul style="list-style-type: none"> ● RG moved that the Board approves the Cyclic Maintenance Plan. ● RG/SM: carried. All in favour. <p>Conclusion: The Cyclic Maintenance Plan was tabled, received, taken as read and approved.</p>
5.2 2022 Days the School is open	<ul style="list-style-type: none"> ● 2022 proposed dates: <ul style="list-style-type: none"> - Term 1 – Wednesday 2 February to Thursday 14 April (Easter) - Term 2 – Monday 2 May to Friday 8 July - Term 3 – Monday 25 July to Friday 30 September - Term 4 – Monday 17 October to Wednesday 15 December ● This adds up to the required 384 half days. ● Proposed Teacher Only days: <ul style="list-style-type: none"> - 3 June (Kāhui Ako Day) - Friday 26 August (Teacher Workload day) - Friday, October 21 (Professional Development Day) ● NA moved that the Board approves the 2022 Days the School is open. ● NA/SM: carried. All in favour. <p>Conclusion: The 2022 Days the School is Open and Teacher Only Days were approved by the Board.</p>

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	7.55pm Karakia led by SM

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

Stacey Morrison, Chair
Board of Trustees
Pasadena Intermediate School