

PASADENA INTERMEDIATE SCHOOL BOARD OF TRUSTEES

Minutes

8 December 2021 6:30pm via Google Meets

Meeting Type	Board Meeting started 6.30pm
Karakia	Led by Tipene Lemon
Present	Jonathan Hughes (Principal), Stacey Morrison, Nick Allan, Richard Green, Tipene Lemon, Issy Coleman
In attendance	Christine Abercrombie, Donovan Farnham, Mary Pretorius, Keith Ward
Apologies	Jerome Brown
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 of the previous meeting held on 10 November 2021 as true and correct. IC/RG : 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. Strategic Review

2.1 Principal's Report	<ul style="list-style-type: none"> The Chair advised the School or Board does not always have to respond to an OIA for privacy reasons. Graduation is outside this year due to Covid Restrictions. Prize giving will be streamed for parents. A new Rumaki teacher has been employed and staffing levels are met for 2022. Roll growth project discussed. Enrolments are slow due to Covid. Late influx expected. SM and JH thanked JR for her 4 year service as Secretary. <p>Conclusion: The Principal's Report was tabled, received and taken as read.</p>
2.2 Review End of Year Targets	<ul style="list-style-type: none"> CA advised not all student achievement targets have been reached but over 2 years student achievement has been continually improving despite lockdown. RTLb support for supported learners is continuing. KW discussed Future Focus targets, including student agency, inquiry model, schoolwide pedagogy and consolidating current initiatives. MP presented on Community targets, including social action, student and Pasifika initiatives.

	<ul style="list-style-type: none"> ● DF discussed normalization focus and differentiated learning for te reo Māori. Review of programmes undertaken for pathways for new students. Providing PLD for wider staff about te reo Māori. ● MP presented Wellbeing Targets. Initial framework now built for staff and students. Refining and consolidating wellbeing initiatives for 2022. Check-ins and wellbeing groups have been very successful and will continue. ● It was noted the School counsellor is a real asset to the school. ● SM and MP pleased to have Wellbeing as a focus this year. <p>Conclusion: The End of Year Targets Review was tabled, received and taken as read.</p>
2.3 End of Year Student Achievement data	<ul style="list-style-type: none"> ● CA reported overall results were better than expected and Māori and Pasifika students did really well over lockdown. ● The variety of support and diversity of teaching methods over lockdown contributed to that success. ● More in depth data analysis is planned for next year. <p>Conclusion and Action: The End of Year Student Achievement Data was tabled, received and taken as read.</p>
2.4 Finance Report	<ul style="list-style-type: none"> ● Moved; that the Board accepts the draft budget which is similar to 2021. ● SM/TL : Carried. All in favour. ● Moved; that the Board contributes \$45 per person to the staff Christmas function for food only. Note that this is not to be used for alcohol ● RG/IC : Carried. All in favour. ● Moved; that the Board accepts the Finance Report ● RG/IC : Carried. All in favour. <p>Conclusion: The Finance Report was tabled, received, and taken as read.</p>

3. Strategic Decisions for Discussion

3.1 Learning Support Report	<ul style="list-style-type: none"> ● MP advised of focus on supporting students next year who are not feeling confident due to lockdown learning. ● Support offering is being broadened to meet the needs of all students who need learning support. ● Going forward CA and MP will be spending more time in classrooms as walking principals. <p>Conclusion: The Learning Support Report was tabled, received and taken as read.</p>
3.2 Māori Consultation Hui	<p>Conclusion: The Māori Consultation Hui was tabled, received and taken as read.</p>

4. Emergent Review

4.1	NIL
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5. Policy Review

5.1 NAG 5 Self Review Policy – Harassment Staff and Board	<ul style="list-style-type: none"> ● Board to review Policy and provide feedback if changes required. <p>Conclusion: NAG 5 Self Review Policy – Harassment Staff and Board was tabled, received and taken as read.</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	<ul style="list-style-type: none">• Board BBQ get-together for early 2022.• Meeting dates for 2022.
7.2 CLOSURE and Karakia	7.34pm Karakia led by DF

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

Stacey Morrison, Chair
Board of Trustees
Pasadena Intermediate School