

PASADENA INTERMEDIATE SCHOOL BOARD OF TRUSTEES

MINUTES

12TH APRIL 2016

5:35 PM MEETING ROOM ADMINISTRATION BLOCK

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| MEETING TYPE | Board Meeting |
| PRESENT | Belinda Drake (Chair), Richard Green, Jonathan Hughes (Principal), Mandy Tubman, Lisa White, Martin Wright (from 6pm) |
| IN ATTENDANCE | - |
| APOLOGIES | Jacqui Watson |
| MINUTES | Jill Pitches, Secretary |

1. Administration Matters

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| 1.3 DECLARATION OF INTERESTS | Nil | |
| 1.4 CONFIRMATION OF MINUTES | Moved; that the Board accepts the minutes of the previous meeting held on 21 st March 2016 as true and correct. | MT/LW: Carried |
| | Moved; that the Board accepts the PEB minutes of the previous meeting held on 21 st March 2016 as true and correct. | MT/LW: Carried |
| 1.5 CORRESPONDENCE | Moved; that the inwards and outwards correspondence is received and approved. | MT/LW: Carried |
| 1.6 ADDITIONAL AGENDA ITEMS | Learning Centre overview received new item 4.6 30 km speed limit RG new item 4.7 PEB matter 4.8 | |

2. Strategic Decisions

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| 2.1 CHARTER FOR APPROVAL | The draft Charter has been through a robust process, with fantastic input from the Senior Leadership Team. | |
| CONCLUSIONS AND ACTION | Moved; that the Board approves the Charter, including the Annual Plan. | RG/MT: Carried |
| 2.2 APPROVE RAMS FOR HIROSHIMA | <ul style="list-style-type: none"> 12 students and 2 teachers (Cilla Godinet and Martin Ball) are attending Hiroshima from 5th to 21st May 2016. JH is comfortable with the RAMS. Both teachers have been a number of times before, there are systems in place to alert teachers where necessary, planning sessions have been undertaken, there has been an information evening for parents, and there has been a lot of student preparation in the lead up to the visit. | |
| CONCLUSIONS AND ACTION | Moved; that the Board accepts the RAMS in relation to the Hiroshima visit. | RG/MT: Carried |

3. Strategic Discussions

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| 3.1 CHILD PROTECTION POLICY | <ul style="list-style-type: none"> This policy is an extremely pertinent one, as by law under the Vulnerable Children Act 2014, the school must have a child protection policy in place by 1st July 2016. The policy must contain provisions on the identification and reporting of child neglect and abuse, be in writing and must be reviewed every 3 years. BD provided two examples, one prepared by the Ministry of Education (MoE) (annotated 8) and one prepared by NZSTA (annotated 9). The Trustees preferred the pre-amble of the NZSTA version stopping at paragraph 5, with the detail of the MoE forming the body of the policy. |
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| | <ul style="list-style-type: none"> The policy will be added to the cycle of self-review. | |
| CONCLUSIONS AND ACTION | Moved; that the Board adopts the Child Protection Policy as above. | LW/RG: Carried |
| 3.2 UNIFORM | <ul style="list-style-type: none"> RG would like to open a discussion around whether Pasadena Intermediate should continue to have a uniform. This is based on the fact that the feeder schools (Westmere, Grey Lynn, Pt Chevalier Primaries) don't have a uniform, and neither does the main high school, Western Springs College. This makes Pasadena Intermediate an anomaly in that regard. Discussion ensued with various comments as part of this discussion: <ul style="list-style-type: none"> This is a decision the community should have a say in – including future community. This is a great opportunity to look at the different options. The current uniform seems outdated to some trustees. PE uniform may need to be developed as a sport uniform so that the identity, colours and pride remain (at the moment the PE uniform has nothing that identifies it as Pasadena). How is a uniform linked to student achievement – MW is unaware of any research that proves a link though he is aware of some research that would suggest a uniform helps create an orderly environment conducive to learning, but then if you look at WSC you can see the fabulous academic results they achieve without wearing a uniform. It may be that the values of the school "Nurture the Whole Person and Personal Excellence is Achieved" are better met without the need to wear a uniform. LW recalled the last uniform review was a long time ago (probably 2007). Although in the past the community wanted to retain a uniform, communities change over time. Some trustees personally like having a uniform but all agree it is time to consult. Questions for the survey discussed: whether a yes or no approach is best, but with the opportunity to also comment, as some may desire to keep a uniform, but possibly not the current one. The trustees agreed the consultation would need to be wider than just current parents at school, and include parents of feeder schools. It was suggested that Alex Woodley from Point Research be approached for advice as to which questions should form the survey. BD also knows a qualitative researcher who may have suggestions. | |
| CONCLUSIONS AND ACTION | <ul style="list-style-type: none"> Contact Alex Woodley Contact Selina Joe | RG BD |

4. Strategic Monitoring

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| 4.1 PRINCIPAL'S REPORT | <ul style="list-style-type: none"> Property information: <ul style="list-style-type: none"> The pool security audit estimate has come in \$480.00 and JH is happy to instruct them at that level of cost. C@P indicated at the latest meeting it was happy to support initiatives around improved pool security. JH discussed the status of the building projects and 5YA and 10YYP plans. JH is meeting with Sandra Orr from the MoE later in April to determine the exact amount of money available on the classroom project. Replacement of the roof is a separate issue and not part of the 5YA, but it makes economic and practical sense to tie that in with the conversion of the classrooms to ILEs. Ideally JH would like to see work done in two stages – the first classes converted to ILEs and that part of the roof at the same time, and then the remaining classrooms and remaining part of the roof. Sandra will come back to JH in next couple of weeks. RG congratulates JH on his proactive stance with the MoE, knowing how complex and difficult property matters can be. Bike track – Numat has taken everything apart from 2 bollards, they will hopefully be removed over the holidays. The cost to the school was \$150, which is a good result. The gravel that remains seems like a good path. JH can confirm from last month's question that the school Guidance counsellor has met every student and students can self-refer to her. | |
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| CONCLUSIONS AND ACTION | The Principal's Report was tabled, received and taken as read, with comment and discussion as above. | |
| 4.2 STRATEGIC PLD PLAN | It was noted the Strategic PLD plan looks comprehensive. | |
| CONCLUSIONS ND ACTION | The Strategic PLD Plan was tabled, received and taken as read. | |
| 4.3 FINANCE REPORT | Depreciation of the bike track was noted as a concern. | |
| CONCLUSIONS ND ACTION | The Finance Report was tabled, received and taken as read. | |
| 4.4 PROPERTY REPORT | Discussed as per 4.1 above. | |
| CONCLUSIONS AND ACTION | The Property Report was tabled, received and taken as read, with comment. | |
| 4.5 HEALTH AND SAFETY REPORT | The board is pleased to have comprehensive reports, given the new H&S regulations, and is pleased that student voice will soon be included in the H&S committee. | |
| CONCLUSIONS AND ACTION | The Health and Safety Report was tabled, received as taken as read, with comment. | |
| 4.6 LEARNING CENTRE REPORT | It was noted the Learning Centre does a great job, and is always evolving. The Learning Centre teachers don't just deal with students, but go wider and involve meeting with parents etc. | |
| 4.7 REDUCED 30KM ZONE AROUND SCHOOLS | <ul style="list-style-type: none"> • RG advised he has received information from Julie Anne Genter of the Green Party that they have launched a new Safe to School policy, to reduce road speeds outside schools to 30km/h. • At the moment communities need to apply to the NZ Transport Agency (NZTA), and meet certain strict criteria, to reduce the speed limit outside their school. This policy would make it compulsory. • The request is to write in support of this initiative to NZTA and Associate Transport minister Craig Foss. | |
| CONCLUSIONS AND ACTION | Contact Sandra Aitken for information | BD |
| 4.8 PEB STUDENT MATTER | At 6:50 pm, in accordance with Section 48 of the Local Government Official Information and Meetings Act 1987, the public were excluded from this part of the meeting to discuss confidential matters relating to a student matter. | |
| OUT OF IN-COMMITTEE | At 7.00 pm the meeting moved out of in-committee. | |

5. Meeting Closure 7.10

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| 5.1 IDENTIFY AGENDA ITEMS FOR NEXT MEETING | <ul style="list-style-type: none"> • Community survey on uniform | |
| 5.2 COMMENTS ON MEETING PROCEDURES AND OUTCOMES | Nil | |

Belinda Drake
Chair, Board of Trustees
Pasadena Intermediate School