

PASADENA INTERMEDIATE SCHOOL BOARD OF TRUSTEES

Minutes

10 November 2021 6:30pm via Google Meets

Meeting Type	Board Meeting started 6.30pm
Karakia	Led by Stacey Morrison
Present	Jonathan Hughes (Principal), Stacey Morrison, Jerome Brown, Nick Allan, Richard Green, Tipene Lemon, Issy Coleman
In attendance	Christine Abercrombie, Donovan Farnham, Mary Pretorius, Keith Ward
Apologies	NIL
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 22 September 2021 as true and correct. JB/RG : Carried
1.5 Correspondence	<ul style="list-style-type: none"> Communication re new build, level 3 protocols, BOT 2022 Elections. 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"> Awaiting starting dates for new build from MOE. Comms to parents will go out at the end of the week re starting school in level 3 on 17 November. Confident the school can open safely. Guidance from the MOE to be reviewed before timetabling etc. No indication as yet of number of students who may not go back to school. 292 students are 12 years old and vaccination rates are high. BOT elections may be pushed out until September 2022. The Board will wait for more information before progressing with election planning and decision on using CES. Excellent online engagement of students over lockdown was reported. CA reported on format and importance of end year reports. End of year events were discussed with the possibility of an outdoor event for year 8's. RG to investigate. The Quiz night 2021 was cancelled due to level 3 lockdown. <p>Conclusion and Action: The Principal's Report was tabled, received and taken as read. RG to investigate outdoor event options in December.</p>
2.2 Finance Report	

	Conclusion: The Finance Report was tabled, received, and taken as read.
2.3 Health & Safety Report	Conclusion: The Health and Safety Report was tabled, received and taken as read.

3. Strategic Decisions

3.1 Kāhui Ako Report - Wellbeing	<ul style="list-style-type: none"> Alicia King is leading Kahui Ako Wellbeing with a focus on what is happening in schools and sharing wellbeing initiatives. Conclusion: The Kāhui Ako Report - Wellbeing was tabled, received and taken as read.
3.2 Pasifika Achievement Plan	Conclusion: The Pasifika Achievement Plan was tabled, received and taken as read.
3.3 Māori Achievement Plan	<ul style="list-style-type: none"> DF mentioned a number of initiatives being implemented over lockdown which have contributed to Māori Achievement; including Kapa Haka which is still being held online with a dedicated Google Classroom. The school counsellor has been working with students and parents over lockdown which has been beneficial for many. TL requested details of the hui on 16 November are shared with parents. Conclusion and Action: The Māori Achievement Plan was tabled, received and taken as read. DF to advise parents of hui.
3.4 Team Leaders Report	Conclusion: The Team Leaders Report was tabled, received and taken as read.
3.5 Health and Safety – Level 3 Protocols and procedures if there is a Covid outbreak	<ul style="list-style-type: none"> The protocols will need to be updated due to the changes advised by the MOE today. They will be shared to the Board next week. Discussion re staff peer wellbeing support/review. Staff wellbeing is good with great peer support and regular contact and motivation from the leadership team. The Board expressed their appreciation of the hard work and effort from teachers over lockdown. Conclusion: The Health and Safety Level 3 Protocols re Covid Outbreak was tabled, received and taken as read.
4.6 Transition Timeline	Conclusion: The Transition Timeline was tabled, received and taken as read.

4. Emergent Review

4.1	NIL
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5. Policy Review

5.1 NAG 1 – Māori Educational Success	Conclusion: NAG 1 – Māori Educational Success was tabled, received and taken as read.
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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">● Reminder for the Board to send Board fees to the office before the end of term.
7.2 CLOSURE and Karakia	7.36pm Karakia led by TL

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

Stacey Morrison, Chair
Board of Trustees
Pasadena Intermediate School