

# PASADENA INTERMEDIATE SCHOOL BOARD OF TRUSTEES

## MINUTES

07 AUGUST 2019

6:30PM PASADENA MEETING ROOM, ADMINISTRATION BLOCK

<b>MEETING TYPE</b>	Board Meeting started 6.30pm. Opened with a karakia from Donovan Farnham.
<b>PRESENT</b>	Jonathan Hughes (Principal), Jerome Brown, Jill Pitches, Shelly Pathak, Richard Green, Tipene Lemon, Stacey Morrison
<b>IN ATTENDANCE</b>	Mary Pretorius (Deputy Principal), Keith Ward, Donovan Farnham, Christine Abercrombie, Shelley Morton (parent), students - Lily Moreton, Lena Graham, Hawaiki Morrison, Seiji Foley-Okano, Ruby Newson, Emma Ward, Quinn Dye, Sylvie Edwards, Awanui Hope
<b>APOLOGIES</b>	
<b>MINUTES</b>	Jane Riddell, Secretary

### 1. Administration Matters

<b>1.3 DECLARATION OF INTERESTS</b>	NIL – forms received from SM. TL to complete.
<b>1.4 POLICE VETTING FOR BOARD MEMBERS</b>	<ul style="list-style-type: none"> <li>Forms received from SM. TL to complete.</li> </ul>
<b>1.5 CONFIRMATION OF MINUTES</b>	<ul style="list-style-type: none"> <li>Moved; that the Board accepts the minutes of the previous meeting held on 26 June 2019 as true and correct.</li> <li>_JP_/TL_: Carried</li> </ul>
<b>1.6 CORRESPONDENCE</b>	<ul style="list-style-type: none"> <li>The inwards and outwards correspondence was received and approved by all.</li> </ul>
<b>1.7 TIME ALLOCATION</b>	<ul style="list-style-type: none"> <li>The MoE requires trustees to record and allocate time spent in their capacity as a trustee. Principal excluded.</li> </ul> <p><b>Reminder:</b> Time Allocation Sheet to be completed at the Board meeting or on the Board Google drive.</p>
<b>1.8 ADDITIONAL AGENDA ITEMS</b>	See 5.1

### 2. Strategic Monitoring

<b>2.1 MID YEAR UPDATE ON STRATEGIC PLAN</b>	<ul style="list-style-type: none"> <li>Strategic areas presented by students Lily and Lena, Hawaiki and Ole.</li> <li>Lily and Lena covered reading, writing and maths activities and programmes. They also talked about learning communities, goal setting, the Learning Centre and extensions.</li> <li>Hawaiki and Awanui covered Rumaki Class learning activities ie reading, writing, maths and inquiry.</li> <li>Rumaki students commented how much they enjoy the class environment/speaking Maori and that they feel part of the whole school.</li> <li>Students advised they mainly prefer tests on paper rather than online.</li> <li>Future focus presented by students Quinn, Emma and Ruby.</li> <li>Quinn covered digital learning, uses of technology in education and the new classrooms.</li> <li>Emma and Ruby talked about the robotics extension programme they attended. It has given them a lot more confidence in programming. They showed a small robot they developed and flew a drone.</li> <li>Students advised they believe they spend approx. 55% of learning on screens at school.</li> <li>Students were asked what additional extensions they might like. Outdoor education eg hiking, canoeing, fishing were mentioned.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Community activities presented by students Seiji and Sylvie.</li> <li>• Seiji talked about community activities undertaken by students at Pasadena.</li> <li>• Sylvie talked about helping homeless people with her friend Michaela and how satisfying it was.</li> <li>• Maori pathways – Sylvie enjoyed the Maori extension class she attended.</li> <li>• Looking at a second Rumaki classroom.</li> <li>• SP would like further discussion at another meeting re pathways of Rumaki students.</li> <li>• The Board would like to thank the students for their participation and were grateful for their feedback. Well done all!</li> </ul>
<b>2.2 PRINCIPAL'S REPORT</b>	<b>Conclusion:</b> The Principal's Report was tabled, received, and taken as read.
<b>2.3 FINANCE REPORT</b>	<b>Conclusion:</b> The Finance Report was tabled, received, and taken as read.
<b>2.4 HEALTH AND SAFETY REPORT</b>	<b>Conclusion:</b> The Health and Safety Report was tabled, received, and taken as read.
<b>2.5 GIFTED AND TALENTED – ETHNIC BREAKDOWNS</b>	<ul style="list-style-type: none"> <li>• RG would like an alternative term to be used in place of gifted and talented. SP suggested the term Enrichment as an alternative.</li> <li>• RG appreciative of this data</li> </ul> <b>Conclusion:</b> The Gifted and Talented Ethnic Breakdowns was tabled, received, and taken as read.
<b>2.6 NZSTA CONFERENCE REVIEW</b>	<ul style="list-style-type: none"> <li>• To be discussed at next meeting</li> </ul>
<b>2.7 ACHIEVEMENT DATA AND CURRICULUM EXPECTATIONS</b>	<ul style="list-style-type: none"> <li>• Christine Abercrombie presented main points of report. Overall results are looking good.</li> <li>• SM recommended determining which Rumaki students speak Te Reo at home.</li> <li>• TL commented how heartened he was that teachers have their fingers on the pulse re the academic achievements of all students.</li> <li>• SP would like to see trend data to show target student results are improving over time, this may not be possible due to 2 year turnaround of students.</li> <li>• The Board appreciated the thorough-ness of the data and analysis. Very impressed.</li> </ul> <b>Conclusion and Action:</b> The Achievement Data and Curriculum Expectations Report was tabled, received, and taken as read. MT suggested another separate meeting to discuss value added targets for 2020.
<b>2.8 MAORI AND PASIFIKA ACHIEVEMENT DATA</b>	<b>Conclusion:</b> The Data was discussed, tabled, received, and taken as read.
<b>2.9 STUDENT WELLBEING DATA</b>	<ul style="list-style-type: none"> <li>• SP expressed her disappointment at gender and ethnicity data not being analysed.</li> <li>• JH explained there were restrictions around the data gathering and analysis tools. This will be corrected next time the survey is done.</li> </ul> <b>Conclusion:</b> The Student Wellbeing Data was tabled, received, and taken as read.
<b>2.10 SPECIALIST SUBJECT REPORT</b>	<b>Conclusion:</b> The Specialist Subject Report was tabled, received, and taken as read.
<b>2.11 WELLBEING INITIATIVE</b>	<ul style="list-style-type: none"> <li>• Mary Pretorius advised initiatives are being put in place for students and teachers to reduce stress and improve wellbeing at school and at home.</li> </ul> <b>Conclusion:</b> The Wellbeing Initiative was tabled, received, and taken as read.

### 3. Strategic Decisions

<b>3.1</b>	
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**4. Strategic Discussions**

<b>4.1 POLICY REVIEW: NAG2 PERFORMANCE MANAGMENT</b>	<ul style="list-style-type: none"> <li>• Board members to go online to review NAG2.</li> </ul> <p><b>Conclusion:</b> The Policy Review was tabled, received, and taken as read.</p>
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**5. Other agenda items**

<b>5.1 COP TERM 4 FUNDRAISER</b>	<ul style="list-style-type: none"> <li>• JB advised C@P are planning an Outdoor Family Carnival fundraiser in term 4 and would like to apply for a liquor license for the event.</li> <li>• Unanimous vote by Board denying request as it is a family activity.</li> </ul>
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**6. Meeting Closure 9.30pm** - Closed with a karakia from Tipene Lemon.

<b>6.1 IDENTIFY AGENDA ITEMS FOR NEXT MEETING</b>	<ul style="list-style-type: none"> <li>• Kahui Ako update requested by SP.</li> </ul>
<b>NOTE 1:</b>	List of correspondence has been emailed with board papers.

Mandy Tubman  
 Chair, Board of Trustees  
 Pasadena Intermediate School