



Minutes of Hato Pāora Board Meeting

At Hato Pāora College

28 January 2024 11 am

Karakia: Pā Nathan

Welcome: Whaea Kerianna

1. Administration

1.1 Present

Nathan Matthews (Tumuaki), Kerianna Stirling (Chair), Tabitha McKenzie, Kelly Nicklin, Davina Cooper, Marisa Balle (via zoom), Gerard Tully, Hona Black

1.2 Apologies

Kamaka Manuel (will try and zoom in after mornngn tea)

1.3 Declaration of interests

None

1.4 Election of Officers

Pā Nathan opened table for anyone who would like to consider the Chair of the Board for 2024.

Whaea Kerianna has said she would like to continue as Chair in 2024.

Whaea Davina interested in co-chairing.

Whaea Marissa happy to put hand up to Chair, would like a co-Chair.

Whaea Kerianna explained the role of Chair and huge workload.

Pā Nathan explained his preference to work with a chair face-to-face. Building a relationship with Chair integral to Pā Nathan's role.

Whaea Marissa asked if there would be budget for the Chair to travel for a monthly meeting.

Whaea Tabitha said she would prefer to not to step up as she would like see others have opportunity to step up

Kelly said in her opinion with the Strategic Plan it would be sensible to keep Whaea Kerianna as Chair. Relationships established and she would like to see this ongoing.

Pā Hona – seems to him relationship is working well. Pā Nathan said comfortable working with Kerianna and grateful for all the work she did in 2023. Have good process going. Also strategic plan understanding and responsibility.

Whaea Davina felt new Chair and co-Chair opportunity to build relationships. OK either way.

Whaea Kerianna asked Whaea Davina what she saw as the role of co-Chair? Whaea Davina explained she felt co-Chair at the back doing the mahi but not at the front.

Discussion around role as practised in previous years.

Pā Gerard felt things are working well.

Pā Nathan suggested that Whaea Kerianna continue as Chair with a co-Chair.

Whaea Marissa explained her motivation to stand as Chair felt could guide korero around team culture as a Board and leveraging everyone's talent not being tapped into at the moment.

Whaea Kelly queried if it was a Chair and co-Chair or Chair and Deputy?

Whaea Davinna asked Whaea Kerianna whether she thought it was a good idea. Whaea Kerianna said she had to get her head around it. Be good not to have to be at every hui. Will need clear guidelines on who is responsible for what.

Whaea Davina took her hat out of the ring. Pā Hone happy for a Chair and a Deputy.

Pā Nathan said the role of Deputy is to fill in when Chair not available and assist the Chair as agreed.

Pā Nathan talked about not feeling comfortable about how the Comms Ohu had presented mahi as complete – not discussed. Not supported and sometimes bombarded.

Whaea Marissa agreed had made progress towards the end of the year. How can we continue to evolve and improve. Additional support to the Chair will help moving forward. Had not been aware Kerianna was wanting to continue. A lot of work going forward, a Deputy could help.

Pā Nathan moved that Kerianna be voted in as Chair and Marissa as Deputy

Marissa Seconded Unanimous.

Whaea Kerianna thanked everyone for their support.

2 Monitoring

2.1 Principal's report

YR 9 34

YR10 28

YR11 22

YR12 27

YR13 12

Total 123 as @ 23/01/24

Staffing changes

Pā Wayne, the new Maths HOD fitting in well.

Pā Reece away from mid February until October 2024.

Teaching Staff FTE 13.6 (-1), 12.6 as @ 23 January 2024

Have everything covered.

Been fortunate to gain counselling Matthew Leaf – one day a week (Friday) particular experience on addiction so can work with the boys on vaping and drug. Be working with year groups and individuals.

Still have Pa Leon for Mirimiri and counselling services as well.

NCEA student achievement data

Very proud of how well we have done (see attached report).

Junior data attached. Reintroducing a focus learning support this year – for year 9s, 10s and 11s – Whaea Clair leading.

Introducing the new Level One NCEA curriculum across all subjects.

Digital technology for years 9 and 10 introduced this year and will run alongside Aotearoa histories.

Facilities

Priority to work with Diocese to get upgrades n- now in year 3 of 10 year plan and nothing has happened yet.

Special Character

All of our Year 13 taura participated in the Marist Young Leaders wānanga at HPC in January.

Whaea Marissa queried Gala date – Pā Nathan confirmed 16 March 2024. Asked that Nathan put the new staff and their roles into next report.

Awesome mahi from the teachers and students for the NCEA results.

Whaea Tabitha commented on large number of year 9s - 34. Discussion around managing that number. Last time the Yr 9 intake was that large is our current year 12s.

Parent portal has all dates in it for the year. Pā Nathan report just next six weeks.

Whaea Tabitha commented on the counselling and good to be proactive and not ambulance at the bottom of the cliff. Pā Nathan said there will be some of that to start with but as we progress in educating the boys and make better decisions.

Digital Technology teacher is Pā Darcey.

Whaea Tabitha queries use of Pūhoro. Pā Nathan said Massey have let us down regarding science.

Whaea Tabitha asked about the 10 year property plan. Pā Nathan said he is meeting with senior Diocese rep to try and get things moving. Because we are an integrated school there is policy one funding with 10 year property plan using that money. Run and facilitated by the Diocese. Ours hasn't gone ahead.

Whaea Marissa asked how Whānau can help. If no traction following the meetings Pā Nathan is having then may need to get the Whānau involved.

Junior Data

Whaea Tabitha good to see teacher's comments. Concern around appointments. Liked pointing out support required.

Really liked narrative as shows teacher really knows students.

Key questions – looking at other ways we can help? One option might be Kip McGrath – time out of class? Missing out on team sports? Discussion around difficulty to get teacher aids. Pā Nathan explained location, pay, not paid outside term time. Pā Gerard asked if we could compensate for petrol.

Whaea Tabitha suggested Kip MGrath on line – during study time. Literacy and numeracy. Whaea Kelly and Pā Nathan thought good idea.

Nurodiversity – need to look at how we cater for our boys various needs. Universal design for learning.

Shilah and Claudine have come through to now be fully qualified teachers.

Kerianna moved we accept the Principal's reports, Tabitha seconded. Carried

2.2 Data Analysis

Whaea Davina said she really liked the new style of reporting. She asked about background info on year 9s. Whaea Clair contacts the school directly to get info first hand.

Maths – new HOD comes with great qualifications and background.

NCEA results ofr each subject – Nathan will receive from teachers in 2 weeks time. Will upload the raw data so board can see it.

Whaea Tabitha Big thank you to our NCEA teachers and to the boys.

2.3 Finance and Audit Report

Pā Nathan spoke to the draft budget for 2024.

Explained will be a larger income as more students that originally projected.

Will update once have final figures around student numbers etc.

Whaea Davina asked about Special education income – in class support.

Whaea Tabitha asked what we need to be aware of

Pā Nathan said not much but possibly later in the year may need to purchase/lease new automatic vans so more staff can drive them.

Pā Nathan to get in touch with the accountant to see where we are currently at with Whanau aged debtors. Will discuss write offs and chasing.

Whaea Davina asked about Basketball. Pā Nathan said it has been moved to Wednesday which doesn't work for us. Pā Nathan is going talk to Basketball Manawatū to see if we can get early games. Rugby away games will also clash with Basketball.

Nathan moved we accept the draft 2024 budget, Kerianna seconded. Carried.

2.4 Policy Review Schedule

Governance Manual

Whaea Kerianna apologised hasn't updated since the last hui.

Comments received from Whaea Tabitha. Whaea Kerianna said maybe Whaea Marissa can come on board – job for three of us.

New policies from school doc for review come in a couple of weeks. So park until released on school docs.

Whaea Tabitha queried the Analysis of variance. Pā Nathan explained will 2023 will be done in two weeks.

Pā Nathan asked that in the agenda there be more detail about what is expected (not just AOV for example).

2.5 Board Ohu Reports

Planning Ohu Update comprised of Whaea Tabitha, Pā Nathan, Wahea Kelly and Whaea Leah Gifford. Whaea Tabitha said it is great to get that outsider expertise.

MOE template great.

Link to document reviewing strategic plan. Documenting journey an data collated.

Past the engaged stage – have sent out surveys to a variety of stakeholders. Overall really good feedback. Iwi onl group that didn't get back to us. Have collated and themed feedback and then stated long list of what could be strategic priorities.

Outcomes and measures. – next job to refine with Nathan. Then will bring back to next hui. 21 March deadline.

Whaea Tabitha will send out links to documents for Board to view.

Strategic Plan is for two years – aspirational but realistic.

Whaea Marissa asked how the Strat Plan impacted on the hostel?

Whaea Marissa mihi to everyone for progressing this mahi. Looking forward to next steps.

Short break

Reviewed Hato Paora Board Plan 2023

Strategic Aim 1

To continually improve our academic performance

Strategic Aim 2

To increase our roll to 165 full-time students. Discussion around realistic roll – possibly up to 130.

Strategic Aim 3

To enhance our reputation for producing great young Māori men, strong in their catholic and Marist values

Strategic Aim 4

To improve our facilities.

Policy

Student progress and achievement

Te Tiriti o Waitangi – will be more methodical in how we report back.

Inclusion and wellbeing – Neurodiverse

Human resources

Curriculum

Budget

New government initiatives - Ohu Potea

Essential readings

Board professional development – will zoom this year

Board process requirements

Board Delegations list 2023

Student Disciplinary Ohu

Finance Ohu - Hona

Property Ohu – Gerard added

Recruitment Ohu

Communications Ohu

Whānau Innovation Ohu

Planning and Reporting Ohu

Whaea Marissa asked if we could revisit the Ohu we have. Deleted Recruitment Ohu.

Whaea Tabitha said she would come off the Whānau innovation ohu

Discussion around the Whānau old boys group.

Now Whaea Paula has resigned from the Board we can decide if we need another person. Based on their expertise and what they would bring to the Board. We don't need to appoint someone.

Whaea Marissa said we need someone who could do funding applications.

Discussion around potential candidates and co-opting.

Pā Nathan said we need expertise in finance.

Whaea Kerianna to contact Jacinda to ask if she would like to join the Board.

3 Administration

3.1 Confirmation of minutes of previous hui

Whaea Kerianna moved be accepted Whaea Kelly seconded. Carried.

3.2 Matters Arising

Whaea Davina asked if there had been progress on Board members claiming for meetings.

Whaea Kerianna talked through process and is including in the governance manual. Asked members to put claims in asap for the last financial year.

Whaea Kelly – finalising Board meeting calendar for the year.

Whaea Marissa has had feedback on what money was made at the gala and what it was spent on. Pā Nathan said it is important for people to come to the gala.

Whaea Tabitha – asked proprietor’s reps what their role was and if they wanted to hae a place in the agenda to talk.

Pā Gerard replied proprietor’s rep is a normal Board member with a responsibility to ensure Catholic Character is attended to. Pā Hona agreed. Report back to the Diocese once a year. Did not feel a need for a special place on the agenda.

Ensure our school docs (where appropriate) have a spiritual component.

New Bishop to be welcomed to the school in March – date tbc.

Whaea Tabitha asked about the Head Boy for 2024. Decision will be made on Tuesday.

3.3 Actions Log

Updated log

3.4 Board Process requirements

Updated log

3.5 Board professional development

Updated log

3.6 Next meetings

7 March 2024 7pm zoom

4. Actions Log

Updated log

5 Meeting closure



Whaea Kerianna Stirling
Chair
28 January 2024

Karakia Whakamutunga - Pā Nathan