



Minutes of Hato Pāora Board Meeting

11am, 28 April 2024
Hato Pāora College

Karakia: Pā Nathan

Welcome: Whaea Kerianna

1. Administration

1.1 Present

Nathan Matthews (Tumuaki), Kerianna Stirling (Chair), Kelly Nicklin, Gerard Tully, Hona Black, 11.35 Davina Cooper joined the meeting.

1.2 Apologies

Kamaka Manuel, Legacy Poutawa. No other apologies.

Discussion around non-attendance of Board members and lack of apology. Whaea Kerianna to email Whaea Marissa and Whaea Davina regarding this and asking if they will be in attendance at next hui.

1.3 Declaration of interests

None

2 Monitoring

2.1 Principal's report

Pā Nathan spoke to the Pūrongo a te Tumuaki

School Roll - sitting at 115 as at 28.4.24. Two year 9s not coping and not coming back. A year 10 removed from hostel and continued as a day boy to the end of Term 1.

Staffing – Sadly Whaea Clair has passed away. Whaea Kerianna asked that a lunch be provided to the teaching staff from the Board in sympathy for their loss.

Leadership – Our 2023 AOV has been uploaded to MOE.

Royal commission report will be released on 28 June. They have considered Pā Nathan's report and will do a 'natural justice' review.

The consultation period for our draft Hauora Curriculum Statement document has finished – we will need to approve this at this meeting.

We are moving all of our uniform to NZ Uniforms. This will reduce the cost of buying uniform and make it easier for everyone.

Mana Oranga

Youthline will be delivering their programmes in the kura, as part of our PE/Hauora and RE classes, during Term 2 & 3.

The PB4L team have completed their review of our implementation of Tier 1 and we were judged at 86%. Pā Nathan commented that PB4L takes a lot of work – he wants the Board to be aware of this.

Our SENCO, Whaea Claudine Harvie, RTLB are coming in to work with students.

Mana Tangata

Our Gala was a massive success with a big turnout on the day and a good number of whanau contributing and participating in the organisation. This is our biggest whanaungatanga event of the year.

The HPCOBA ran a golf tournament on the Sunday and three old boys teams also played basketball against current boys teams on the Sunday.

Our Yr11 participated in the Relay for Life in PN. 10th out of the 102 teams. Noted this does take a lot of adult energy and it seems to be the same teachers doing these extras. Pā Nathan keeping an eye on this.

Online interviews managed by Whaea Kelly. Great uptake, very successful in connecting with Whanau.

Mana Ako

Our Y12 science taura attended the Pūhoro wānanga in PN. Our weekly pūhoro sessions are also continuing. Kauwhata have asked if they can send 12 of their students to join ours – yes but just need to get the details sorted.

Our Year 11 taura travelled to Rotorua as part of a combined Geography and PE EOTC trip. Completed cultural and data collection towards NCEA assessment.

Whaea Hayley doing a great job extending the school awareness of faith outside the school as part of the RE curriculum.

Tauira attended the Schools Strike 4 Climate Change protest in Palmerston North. Whaea Kelly took the tauira – mainly Geography students - link between learning in the classroom and outside in the wider world.

We hosted QEC for a Kī o rahi tournament at kura. This involved all of our senior PE tauira and was part of their class mahi and NCEA assessment. Over a 4 week period a kamahi from Whakapai Hauora came in and taught the tauira how to play and the kaiako how to referee the game.

Mana Whakapono

The Tumuaki attend the Kāhui Ako Principals hui and we also hosted Kāhui Ako WST & AST teachers. The Tumuaki presented a workshop on Māori Catholic identity and the dual special character of our kura.

We hosted National Catholic Evaluators hui at kura and the Tumuaki presented on Māori Catholic identity and the dual special character of the kura.

We had a formal powhiri welcoming Bishop John Adams to the kura. He has offered to Mass on Sunday's when Father Mark cannot do it.

Pā Nathan will call a meeting with Susanne to look at the Property Plan.

11.35 Whaea Davina joined the meeting.

Mana Whakaara

PB4L Building school wide literacy approach. Ken Pilton – literacy guru – presented at the teacher's in-service day on 26 April.

Upcoming Events

Monday 29 April Mass – St Peter Chanel feast day Mass and a memorial for Whaea Clair.

St Peter and St Paul days fall the day before Matariki so planning a memorial mass at Matariki for all of those who have passed in the last year.

Thursday 2 May Y9 Reading Comprehension screening with RTLB

Saturday 11 May Te Aute College Rugby Exchange

Fri-Sat 17-18 May O'Shea Shield

Wednesday 22 May Careers Expo

Thurs – Fri 23-24 May Sacrament programme – Father Mark.

In conclusion a busy second half of term but a very good term.

Staff and boys contribution in Term 1 was noticeable.

Retention has been pretty good – only 3 left so far this year.

Whaea Kerianna reported back that she has had a lot of positive feedback about our social media and events the boys are involved in. Has encouraged Old Boys to reconnect - we need to think about ways of involving them.

Pā Nathan - With Whaea Kelly have moved academic admin around a bit which has helped. Feel being more strategic around management units and can see the benefits of it. Building stronger relationships with Old Boys. Selwyn Te Pa spoke to the boys about Health Science – want to do more of this.

Pā Gerard pleased to see Hato Pāora on the tv news at the Climate Change march – well done.

Pā Gerard asked how the supplemental programme works. Pā Nathan explained the boys get introduced at RE class. Those who decide with their Whānau if they want to take it further Father Mark works with them towards their next step whether it is Baptism, Communion or Confirmation.

Pā Nathan moved that our Houroa statement for the two year period of 2024/25 be accepted, Whaea Kerianna seconded.

Keriaan moved Principal's report be accepted, Whaea Kelly seconded.

2.3 Policy Review Schedule

Hato Pāora Governance Framework Manual

Whaea Kerianna talked to the Governance manual . It will be uploaded in sections.

The Board worked through the document:

Introduction

Noted will change the date from 2023 to 2024.

*Whaea Kerianna moved all of the Introduction be accepted, Pā Hona seconded,
Passed by the Board*

Part A – Board Documents

Have reviewed policies and are happy with each of these.

*Whaea Kerianna moved all of Part A be accepted, Pā Gerard seconded, Passed by
the Board*

Part B - Policies

Discussion on each of the sections:

B1: Dual Special Character policy

B2: Board roles and responsibilities policy

B3. Board code of conduct policy

- B4. Board remuneration and expenses policy*
- B5. Conflict of Interest policy*
- B6. Presiding member role description policy*
- B7. Proprietor's appointee's role description policy*
- B8. Staff representative role description policy*
- B9. Taura representative role description policy*
- B10. Relationship between presiding member and tumuaki policy*

*Whaea Kerianna moved all of section B be accepted, Whaea Kelly seconded,
Passed by the Board*

Part C – Operational Policies

- C1. Meeting Protocols*
 - C1.1 Public Attending Board Meetings*
 - C2. Delegations and ohu Principles*
 - C2.1. Review ohu terms of reference*
 - C2.2. Board ohu Terms of Reference*
 - C2.3. Taura Behavior Management ohu Terms of Reference*
 - C2.4. Finance ohu terms of reference and annual calendar*
 - C2.5. Whānau Innovation ohu Terms of Reference*
 - C2.6. Communications ohu Terms of Reference*
 - C2.7. Planning & Reporting Ohu Terms of Reference*
 - C3. Board induction process*
 - C4. Concerns and complaints process*
 - C4.1 Board complaints checklist*
 - C5. Internal evaluation process*
- Appendices*

*Whaea Kerianna moved all of Part C be accepted, Pā Nathan seconded, Passed by
the Board*

Discussion around accessibility of the Board Meeting minutes. Action to load onto website. Also Annual Plan.

Pā Nathan acknowledged the massive amount of work the Governance Manual involved and thanked Whaea Kerianna for doing such a great job.

Pā Gerard queried which Policies are up for review in Term 2? Pā Nathans said School docs need to be reviewed now – Board members asked to log in and review school docs.

2.4 Board Reports

The Gala

Whaea Kerianna talked to her report. Key highlights Whānau and community engagement.

Rohi worked out well and thanks to Pā Victor.

Positive Whānau feedback – highlights watching their boys perform. Quality of food and entertainments, sense of community and camaraderie. Needed more stalls, map, improve marketing.

Discussion around how we manage the Gala planning for next year. How to get Whānau involved, could connect new Whānau at Powhiri day to their Rohi? Pā Nathan asked if we can set up the Rohi for next year now? Maybe zoom meeting with the rohi leaders to set up ohu now so can plot out in Terms 3 and 4.

Discussion around Rohi and how well it worked and about opportunities to develop relationships. Whaea Kelley also said Rohi alleviated some of the purchasing normally done by the school.

Whaea Kerianna looking ahead call to be better organised and advertise earlier.

Just waiting on final invoices to get final profit. Still need to pay koha for use of hangi gear and for use of MC equipment.

One option is a full hangi kit to be sorted out of this year from profit. Whaea Kelly said her Whanau are going to donate some stones.

Whaea Kerianna asked if we can purchase a freezer? Pā Nathan said he will revisit this with the Trust Board.

Kerianna moved the Gala report be accepted, seconded Pā Nathan, Passed.

3 Strategic Discussions

3.1 Any other items that are raised by Board members

The Marist Way

Pā Gerard spoke to his summary on 'The Marist Way'. He said it is important to develop our own schools understanding of the Marist Way.

Important to work with students, to guide. Important in Marist philosophy to try to walk in others shoes to understand their world views and where they come from.

Making mistakes is part of growing up and learning from your mistakes can be a great lesson. We need to give our boys opportunities to learn how to be a good young men.

Pā Gerald had attended the Marist Education forum in Rome and the book '*Characteristics of Marist Education*' came out of that. Looks at education around the world – very generic. Trying to find common threads across the whole world. We need to personalise this to our own kura. It is trying to capture common threads and the essence of what Marist education is about. A lot of what is in here we would see on a day-to-day basis at Hato Pāora.

Could the Board commit to reading this before our next hui? Whaea Kerianna added into the to do list. At our next hui we can look at 'what does the Marist way look like at Hato Pāora?'

Pā Nathan thanked Pā Gerard. Also one of his actions in the log is to ask Father Mark to do a presentation with us as a Board. If find ourselves in a disciplinary situation need to use the Marist Way and Tikanga Māori.

Pā Hona talked about this discussion being overdue and agrees need to personalise it. Wananga about this might be useful.

Pā Nathan - Have to start building the foundations of continuing our special character in a Lay person environment. Discussion around how the two Kaupapa clash and also where they align.

Pā Nathan said bits that align we have embedded in PB4L.

Whaea Kerianna will include '*Characteristics of Marist Education*' in Board Training.

4 Administration

4.1 Confirmation of minutes of previous hui

Whaea Kerianna moved the minutes are true and accurate and be accepted Whaea Kelly seconded. Carried.

4.2 Matters arising

Letter to Whaea Tabitha – Whaea Kerianna has written it – will forward to Pā Nathan to be sent out.

Pā Nathan asked that replacement of reps be put on the agenda for the next hui. Do we have gap in expertise – e.g. finance and property? Can members think about that to discuss at next hui.

4.4 Actions Log

Whaea Kerianna has updated the action log.

Strategic Plan emailed to the Trust Board, will discuss at next TB hui.

Board task check list up-to-date – essentially Governance Manual which has been updated.

Whaea Davina asked about letter to Whaea Cinda still in actions log? Whaea Kerianna explained we need a discussion when all Board members are present about what strengths we need in our Board, what expertise we need. We can co-opt members.

4.5 Board process requirements

Discussion around how we appoint new Board members. Can discuss at our next Board meeting if all members are present.

4.6 Board professional development

Whaea Kerianna asked Board members to keep working on it. Some members finding it hard to navigate the NZSTA site. Whaea Kerianna said they do also have hui and reading.

4.7 Next meetings

7pm, 6 June 2024 via zoom.

5.0 Finance and Audit Report

Pā Nathan spoke to the Finance report for February – looking good. Deficit in February due to Teacher's setting up and new Math's teacher. Money put aside for the van that the Board agreed to.

The Marae Atea has been restored. Whare Nui original carvings looking great.

*Pā Nathan moved the Finance Report for February 2024 be accepted, seconded
Whaea Kerianna, Passed.*

Whaea Kerianna – has created a slide of funders we can approach for funding. She asked Pā Nathan to put together a list of things the kura needs which we can apply for.

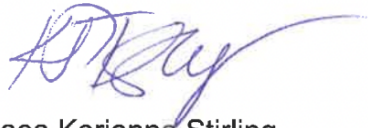
6 Meeting closure

6.1 Hui evaluation form

Whaea Kerianna asked for any feedback.

6.2 Hui claim form

Whaea Kerianna said the form is digital and in the strategic plan doc - can be completed and forwarded to Whaea Kath on line.

A handwritten signature in blue ink, appearing to read 'Whaea Kerianna Stirling', with a long, sweeping flourish extending to the right.

Whaea Kerianna Stirling
Chair
28 April 2024

Karakia Whakamutunga - Pā Nathan