

# Minutes of Hato Pāora Board Meeting

7pm, 14 November 2024

Via zoom

14 November 2024

**Karakia:** Pā Nathan

**Welcome:** Whaea Kerianna

## 1. Administration

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### 1.1 Present

Nathan Matthews (Tumuaki), Kerianna Stirling (Chair), Gerard Tully, Kelly Nicklin, Paula Hill, Hona Black (7.32pm)

### 1.2 Apologies

Davina Cooper

### 1.3 Declarations of Interests

Pā Nathan said he will abstain from the 'Appointing the new Principal' agenda item.

## 2.0 Finance and Audit report

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Whaea Kerianna asked about the finance report for October which had not been received. Pā Nathan explained the meeting is too early in the month for the Accountant to prepare.

*Nathan moved that the Board approve the Statement of Financial Position and Cashflow for 2024, seconded by Hona, passed*

### 2.1 Finance for appointing a new Principal

Whaea Kerianna spoke to the 'contract for services' for Neil Swindell.

*The Board agreed happy for Whaea Kerianna to sign and send to Neil.*

Discussion around the budget/costs involved in employing an new Principal. Whaea Paula asked about parameters about how that money would be spent? For example,

would we pay for the candidate and one support person to come to their interview?  
Would the candidate pay for additional support people?

Pā Gerard agreed we need to be upfront and stipulate what we pay for. Pā Hona agreed candidate plus one.

Whaea Paula said the standard process is to also pay for accommodation which we would organise.

*Whaea Kerianna put forward that any applicants who come for interview we will pay for them and one person's travel and if they require accommodation we will organise it.  
Moved by Whaea Paula, seconded by Pā Hona, passed.*

Pā Hona mentioned a car – Pā Nathan said we can pick this up with our current resources. Kai will be absorbed in business as usual.

Whaea Kerianna – discussion around the makeup of the Panel.

Discussed student rep being involved in the process. Pā Gerard thought a good idea. Whaea Paula asked about their voting right. Whaea Kerianna said they would have full voting rights as they are on the Board. Whaea Paula asked if we as a Board were confident the student rep would have the support needed to perform this role? Pā Hona feels we should entrust him with support and guidance. Whaea Kerianna happy to support Te Ahitaewa.

Pā Nathan also suggested a mandated Old Boy be on the panel. Pā Nathan to discuss with Pā Tata who would be an appropriate representative to come on board at the shortlisting and interview stage.

Panel will comprise of:

- Board members
- Pā Tata – Trust Board rep
- Te Ahitaewa – student rep
- TBC - Mandated Old Boy rep.
- Pā Gerard and Pā Hona - Diocese Proprietor's rep

Discussion around the role of the Diocese. Diocese role is to vets applicants for suitability then two proprietors reps have responsibility for representing the Diocese during the rest of the process. Pā Gerard clarified that it is the school Board who decides on the appointment not the Diocese. As Diocese reps can call on Father Mark if need support. Whaea Kerianna agreed – is in the NZSTA guidelines.

*Whaea Kerianna put forwarded that our Proprietor Reps and Pā Tata will do the Diocese Acceptability for Hato Pāora, Seconded by Pā Gerard, Passed.*

### **3. Monitoring**

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#### **3.1 Principal's report**

Pā Nathan spoke to the Pūrongo a te Tumuaki

School Roll - 107

YR 9 28

YR10 24

YR11 21

YR12 22

YR13 12

Total 107 as @ 11/11/24

Teaching Staff FTE 13.4 as @ 11 November 2024. We are currently below, marginally, our banking staffing for 2024.

#### ***Enrolments 2025***

Year 9 - 32

Year 10 - 3

Year 12 - 1

#### **Leadership**

ERO came back for the second part of their visit, classroom observations. They were very happy with what they saw, and it reinforced what they had gathered in their first visit. I believe we can expect a positive, and constructive, outcome and report.

Have received an email from MOE today offering us targeted literacy support focused on co-requisites for 2025. Will discuss with senior leadership team – would be good for next year.

#### **Leavers Dinner**

We had a very nice Leavers Dinner to celebrate our Year 13s completion of their time at kura. A good turnout of whānau, staff and the Boards. Great speeches from the taura as they reflected on their time at HPC.

The next day we had an awesome Mass to finish the school year and prizegiving. Nice to acknowledge the boys

### **Mana Oranga**

No noted serious Health and Safety risks in this period.

### **Mana Tangata**

A group of senior taura went and performed at the Dawali Festival in Feilding.

Our touch team have been refereeing in the Feilding junior touch module each Thursday afternoon. 107 teams play in this module.

### **Mana Ako**

Our focus for the first three weeks was on finishing internals. This was disrupted a little through the new NCEA Level 1 external structure. Overall, we will have good achievement levels, especially Level 2 and Level 3. Level 1 maybe slightly down skewed by a returning student and two taura who had high absences this year.

Our senior taura are now almost through their External exam programme and will all be finishing up next week.

### **Mana Whakapono**

We had a Senior Retreat for our Year 12 and Year 13 taura in week 2 of this term. The retreat was held at Pukekaraka in Otaki and facilitated by Fr Mark and his MYL team. It was a chance for the Year 13s to reflect on their year as leaders, plan for their future and give advice to the Year 12s. It was a chance for the Year 12s to start thinking about their goals and leadership responsibilities for 2025.

We have our Special Character Review next week 20-22 November. Whaea Kerianna will be at kura so chance to talk to them too.

On Sunday 10 November six taura and Whaea Hayley Baker received the sacraments as part of the Rites of Initiation. We have two more taura completing them before the end of the term. Testament to Whaea Hayley's support and mahi.

### **Mana Whakaara**

Whaea Hayley, Whaea Mary and Whaea Alicea have all participated in relevant PLD so far this Term.

PB4L has had to be cancelled a few times as it clashed with tangi etc.

## **Upcoming Events**

19 November Hikoi mō te Tiriti. Taking Year 9s and 10s to Wellington to be part of this. Some boys will go to welcome the hikoi as they arrive in Palmerston North on Saturday.

20-22 November Catholic Review

26-29 November Awa Run along the Whanganui river. The boys and Pā Wiremu have been training most days.

28 November Massey Graduation. Luke Rowe - old boy graduating with PhD. Taking the Yr 9s and 10s to expose them to this and show them 'normal' people can get degrees.

2-6 December Junior e-asTTle – last data gathering for the juniors for the year.

13 December Last Day of Term.

Pā Nathan asked if there were any questions:

Pā Gerard commented on the leaves dinner, mass and prizegiving – congratulations to all staff and students.

Pā Gerard asked will we finish the year under in Banking staffing? – Pā Nathan said yes. May have an additional person next year. Queried if we had followed up on Māori language Level 2 funding which we can get back from underspend this year – Pā Nathan said he needs to check with the accountant. *Note: 30 Aug 2024 reimbursement letter from MOE saying we are eligible for underuse payment which we will receive in July ops grant 2025. This is detailed in the October Monthly Financial Report.*

Whaea Kerianna asked about RAMS on the Hikoi? Pā Nathan said as this is not an overnight he can sign off the RAMS.

Whaea Kerianna asked when we will get the data on e-asTTle student achievement – when we get this? Pā Nathan said will present Junior data - either January or first week of school in February.

*Whaea Kerianna moved that the Principal's report be accepted Whaea Paula seconded. Carried.*

### **3.3 Health and Safety**

Covered above.

### **3.4 Governance Manual Part D**

### **3.5 Strategic Aim 2 Progress**

Focus on collaboration and partnership. Pā Nathan said we have done a lot this year through Puhoro and UCOL and Star programme. Lots of participation in community events this year.

Whaea Kerianna said the Board need to get annual feedback from Whānau, partners and stakeholders. Pa Nathan said this could happen in January. Also need to do a wellbeing survey for the boys early next year.

Discussion around Ohu responsibilities so we track what is going on in each area. Just need time to develop.

Whaea Paula has put the constitution and draft comms plan into the folder for consideration. To look at for next hui. Whaea Kerianna asked the Board to look at this before the next hui.

Pā Nathan mentioned Mitchell Wallace's dad keen on fundraising.

Annual Year 13 MYL feedback on what they saw as the Marist Way. Pā Nathan to follow up. Destination data – Whaea Kelly and Pā Nathan can complete for next hui. Pā Nathan to complete Operational data for next hui.

Pā Nathan mentioned Year 13s 100% University Entrance this year.

### **3.6 Special Character Compliance**

Whaea Kerianna and Pā Nathan talked the Board through the *Special Character Compliances required of School Boards of NZ Catholic Integrated Schools* questionnaire.

*Whaea Kerianna asked that the Board confirm they all agree to the information shared – all agreed. Submitted.*

## **4 Administration**

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### **4.1 Confirmation of minutes of previous hui 13 October 2024**

*Pā Hona moved the minutes are true and accurate and be accepted Pā Nathan seconded. Carried.*

### **4.2 Matters arising**

4.2.1 Pā Gerard asked how do we get some progress on the property plan? Pā Nathan said he is going to try and have a meeting with the Bishop, hopefully in the New Year. Will invite the Proprietors reps and Whaea Kerianna to the meeting. \$5million investment from TPK and nothing from the Diocese. 15 to 20 years of nothing being done on Policy One side.

Pā Gerard concerned about Pā Nathan leaving and a new person having to get up to speed before anything moves forward.

Discussion about the best way to move forward. Pā Nathan clarified that the Proprietors Trust Board (i.e. Diocese) own the Hostel buildings. The Board is non-endowed so the Hostel's only income is from student fees. The farm sale capital should have been endowed to the Trust Board but it wasn't, it was centralised into the Diocese.

4.2.2 Potential Board members - Whaea Kerianna to contact potential new Board members. Whaea Kelly to send her details. Brad Kingi has new baby so will let settle into this new role before approaching.

4.2.3 Whaea Kerianna asked about the ERO report – Pā Nathan said hopefully will have it before Christmas.

### **4.3 Correspondence**

Nil

### **4.4 Actions Log**

Whaea Kerianna to sit down with Te Ahitaewa to do an induction.

### **4.5 Board process requirements**

### **4.6 Board professional Development**

### **4.7 Next meetings**

Zoom – 7pm Wednesday 11 December via zoom

## **8. Meeting closure**

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### **8.1 Hui Evaluation Form**

### **8.2 Hui Claim Form**

Whaea Kerianna thanked everyone for their mahi.

**Karakia Whakamutunga - Pā Nathan**

Whaea Kerianna Stirling  
Chair  
14 November 2024