



Minutes of Hato Pāora Board Meeting

7pm, 29 August 2024

Hato Pāora College

Karakia: Pā Nathan

Welcome: Whaea Kerianna

1. Administration

1.1 Present

Nathan Matthews (Tumuaki), Kerianna Stirling (Chair), Paula Hill, Hona Black, Gerard Tully, Davina Cooper.

Opening karakia Pā Nathan

1.2 Apologies

Whaea Kelly Nicklin apologies – will join at 7.30pm

1.3 Declaration of interests

None

Whaea Kerianna welcomed Whaea Paula back onto the Board.

1.4 Co-opt of Board Member

Whaea Kerianna put forward a resolution that Paula Hill is co-opted as a member of Hato Pāora Board to provide guidance in financial matters effective immediately. Whaea Paula will hold the position until the next election, she will have all rights, responsibilities and duties as prescribed to Board members.

All Board members voted to accepted the resolution – carried

Whaea Paula introduced herself to the Board members who had not met her. Pā Gerard and Pā Hona introduced themselves to Whaea Paula.

Whaea Kelly joined the meeting 7:05pm

2.0 Finance and Audit report

Whaea Kerianna explained that our Accountant Anna McKay was expected to attend this meeting but was unable to and has given her apologies and Pā Nathan spoke to the financial report.

Pā Nathan explained one of the reasons we have reached out to Whaea Paula is we are in a bit of tight financial spot. Pā Nathan expects we can work our way out it in the next 14 months. He and Whaea Kath are meeting with Whaea Anna on a monthly basis to see how we can be more efficient. Working capital has improved since we started the freeze on unnecessary spending.

We plan to go to the Peter Whyte at the MOE in October to work through what's happening and to give the MOE a heads up in person.

Page 7 of the financial report Jan – July 2024 \$155,000 in deficit. Will forward draft budget to Whaea Paula. Will have working draft we can present to the Board in October. Will invite Whaea Anna to our next meeting to walk us through it.

Pā Gerard asked about the MOE meeting. Pā Nathan explained nothing official –pre-emptive. Really just to explain this year and for Whaea Anna to give them some confidence that next year is being carefully managed.

Pā Gerard asked about charging for Sports. Pā Nathan said we are working on this – there will be a cost attached to all sports. Pā Nathan confirmed we will be letting Whānau about this this year.

Whaea Kerianna asked about funding opportunities to subsidise sport. Pā Nathan said yes. As an aside we have just received \$10,000.00 from the Lottery Grants Board which is our first request and it was successful. He wants to set up a Funding Ohu made up of Board, Admin Ladies and Whānau.

Whaea Paula added that PNCC and MDC have 2.3m available in funding. As part of meeting with MOE we could create an investment plan – showing we are proactively taking control of our spending. Another suggestion is to establish a Parent Teacher Friends Association (PTFA) sole focus fund raising for sports events.

Pā Nathan said we are also looking to see if Whānau Ora could fund our counsellor. He is setting up a meeting with Kim Savage who runs He Puna Hauora to discuss.

Pā Nathan said we could combine an PTFA group with Whānau Whanui. Whaea Kerianna asked Whaea Paula if she would take the lead on that – Whaea Paula agreed.

Whaea Kerianna asked for a resolution that Whaea Paula take the lead on establishing a PTFA. All agreed.

Pā Nathan said he would also participate in this at the beginning.

Any other questions around the financial report?

Pā Nathan asked of everyone happy to wait until the next meeting to hear from Whaea Anna? Agreed.

Pā Nathan moved that we accepted the July financial report Whaea Kerianna seconded Passed

On the Accountants advise Whaea Kath sent a recommendation that we increase the Fixed Asset threshold from \$250 to \$1,000.00. Whaea Paula explained this is around depreciation. If we depreciate any of our assets it is worth more if we increase the threshold.

Pā Nathan moved that we raise the Fixed Asset threshold from \$250.00 to \$1,000.00 Pā Hona seconded. Passed

3. Monitoring

3.1 Principal's report

Pā Nathan spoke to the Pūrongo a te Tumuaki

School Roll 109

Have lost 9 boys over the course of the year.

YR 9 28

YR10 25

YR11 21

YR12 23

YR13 12

Staffing – Below Banking Staffing allocation this year. Looking at getting Pā Darcey a LAT so he can do some teaching.

Enrolments – 25 year 9s and 1 year 10 enrolment in progress. Aiming for 35 year 9's = 127 to 130 total students in 2025.

Leadership

We have our Special Character (Catholic) review in Week 9 of this Term. The Hostel will be included in the review.

ERO have made contact and will be visiting in the last week of Term. With this new Government there is a different focus. They will want to meet the Board and the Hostel.

Activity

Mana Oranga - Whaea Claudine has been working with the RTLB to establish a Literacy project for the junior school. Was successful in getting funding to support this project.

Jerome Kavanagh came in again and delivered three sessions of Taonga Pūoro to our taura.

Mana Tangata – Lots of tertiary visits - All of our Year 11 taura attended the UCOL open day. Year 12 & 13 taura had a visit from Waikato University to consider what future tertiary study opportunities are on offer.

We have a combined Kī o rahi team with Te Kura a Iwi o Kauwhata which will compete at the regional competition in Term 4.

Mana Ako - Year 11 Geography and all Year 9 taura went on a field trip to the Oroua river and Coach House Museum in Feilding.

Mana Whakapono - We met with Catholic Review team to agree on the structure and purpose of the evaluation.

Whaea Hayley and Pā Wayne to a group of taura into Feilding where they helped the St Vincent society with packing and delivering parcels to the elderly around town.

Our senior basketball team went to Palmerston North to support the Special Olympics basketball by volunteering as referees and kaiāwhina.

Mana Whakaara

Whaea Mary as PN has attended various NZQA workshops focused on external examinations.

Whaea Kelly has attend a PB4L Tier 2 workshop and has brought back two new interventions that we can use to support positive behaviour change for selected taura.

Upcoming Events

26-30 August Derived Grade Exams

2-6 September Basketball Regionals

9-11 September Te Ao Haka Externals

9-12 September Ngā Manu Kōrero Nationals

11-13 September Co-Requisite Exams
18-20 September Special Character Review
19 September Te reo Māori L1 External
23-25 September ERO
26 September Learning hui (Face to Face)
26 September House Comps
27 September Learning Hui (Online)

Comments/Discussion

Pā Hona asked if we had a set time for the Te Reo externals? Pā Nathan said some externals have leeway and some not. Have ended up with an eight week intense period instead of four. This might mean that there is less to do in Term 4.

Whaea Kelly said, going forward, we will probably only do the two internals and the end of year one. This year some Year 11s were doing nine externals over three weeks.

Pā Nathan moved the Principal's report be accepted, Whaea Kelly seconded.

3.3 Policy Review Schedule

Whaea Kerianna spoke to this. Two items we need to look at – Concerns and Complaints and EOTC. See the link to the NZSTA guidelines. We have our own versions on school docs.

Can Board members please go onto school docs and review these policies. It is pretty straight forward especially the Concerns and Complaints.

EOTC - Will go through with a fine tooth comb at next hui. Concerns regarding accidents on trips. Pā Nathan said that the senior management team have met and decided we are going to be a risk adverse kura – won't do activities that have a higher risk associated with them e.g rock climbing.

3.4 Governance Manual Part D

Whaea Kerianna spoke to this. Sensitive expenditure – to look into this.

3.5 Strategic Aim 5 Progress

Whaea Kerianna spoke to this – check in on where we are. We will complete Project 1 and begin Project 2 to the Boards 10 year property plan.

Pā Nathan spoke to the Bishop regarding Project 1 – the Wharenui upgrade. Pā Nathan explained to him nothing has been done in the three years since the property plan started. The Bishop seemed annoyed that was the situation and said he was going to go back and talk to his team.

Whaea Kerianna asked that the property plan be sent out to the Board.

Whaea Kerianna spoke about Board upskilling. She reiterated NZTA have a huge range of courses. Whaea Kerianna encouraged the Board to get on line and do some of these or register to go to hui in your rohe. Look these up on NZTA.

3.6 Student Elections

Whaea Kerianna spoke to this. Need a new student representative. Whaea Kath as returning officer to organise this.

8pm - Pā Gerard left the meeting

4 Administration

4.1 Confirmation of minutes of previous hui 21 July 2024

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

4.2 Matters arising

Whaea Kerianna emailed Whaea Merissa and said that after missing three consecutive Board meetings she was now off the Board. She replied and sent her apologies. She explained she had planned to come to last hui to resign as not able to commit fully to the position.

Pā Nathan will write a formal letter to Whaea Marissa.

Pā Nathan commented that we have an extra Proprietors Rep position on the Board and wondered if Pā Hona would like to tag team this with another old boy. Pā Hona said he will think about it.

Discussion around Parent rep position and what skill set would be useful to have. Property was one option. Whaea Kerianna also mentioned concern that this Board term ends in September 2025. It would be good to get some new members now that can transition onto the next Board.

4.3 Correspondence

None

4.4 Actions Log

Whaea Kerianna actions log is up-to-date. Asked Board members to log in and have a look.

4.5 Board process requirements

Whaea Kerianna spoke to the Board check list. EOTC and concerns and complaints already spoken about.

4.6 Board professional Development

Board member training – already mentioned

8:10 In committee

8:19 Out of committee

4.7 Next meetings

11am on 13 October 2024 at kura.

8. Meeting closure

8.1 Hui Evaluation Form

8.2 Hui Claim Form

Whaea Kerianna thanks everyone for their mahi.

Karakia Whakamutunga - Pā Nathan



Whaea Kerianna Stirling
Chair
29 August 2024

