

Minutes of the Northern Health School
Board of Trustees meeting – held by video-link
3pm Thursday 17 September 2020

Present: R. Winder, T. Grieve, M. Smith, J. Walker, M. Watson, R. Keshaw, M. Watson,
A. Wong, L. Taogaga,

Apologies: A. Wong (lateness 3:15pm), R. Keshaw (lateness 3:15pm)

Also, in attendance: K. Watkins (D.P.), J. Carlson (Business Manager & Board Secretary)

To be actioned by

Conflict of Interest

Reminder to Board Members of the need to declare any possible conflict of interest. None declared.

Agenda & Workplan Reviewed

Minutes of the Previous Meeting

The minutes of the meeting were accepted as a true and correct record of events.

Moved T. Grieve, Seconded R. Keshaw, All in favour

Matters Arising from the previous meeting

- Possible changes to the Te Kura dual enrolment process discussed.
- The Principal updated the Board on Te Awa Health & Safety.
- The Chairperson is to follow up on the non-attendance by Police during an incident at the South Auckland Unit.
- NZSTA on-line meeting now deferred to 20 November.
- Teacher Registration fees are no longer paid by the school for permanent teachers.

M. Smith

Correspondence – As per List

A request was received from Craig Halonen for leave without pay for the entire 2021 teaching year.

Leave Approved, Moved R. Winder, Seconded J. Walker, All in Favour

Correspondence Accepted, Moved T. Grieve, Seconded L. Taogaga, All in Favour

Charter Goals & Targets 2020

The Board viewed and discussed the updated charter.

Charter Planning for 2021

- The Principal advised that he had discussed annual goals for 2021 with all staff during his termly visits to their units and shared their feedback with the Board.
- K. Watkins outlined how a Maori & Pasifika group within our school are working towards making the school more approachable to Maori & Pasifika. They are currently developing our forms into different languages.
- It was suggested that we re-look at the schools Mission Statement as well as the values and purpose to ensure they align with our Tiriti Policy.

**M. Watson
L. Taogaga**

- J. Walker enquired whether any future lockdowns would include changes that have been identified to date. For instance, making paper resources available for junior students who did not cope as well with online learning. The Principal advised that staff have been challenged to provide a better service to our students using things they learnt during lockdown such as a mixture of face to face and on-line teaching.

Te Awa Report

- Funding required for the next 3-year contract of the unit has been reviewed by the Manager of Te Awa and the Business Manager. At our next meeting with D. Pluck MoE IWS Manager we shall request that the contract price be increased to allow the engagement of extra facilitators and psychologists to cope with the increased student numbers we are now experiencing.

Teacher Aide Collective Agreement

Our school mostly employ support staff that do a mixture of teacher aide and admin work as needed. Only a very few positions are solely teacher aides. After discussions with MoE and NZSTA we have been advised to continue to employ most of our support staff on the admin grades and not on the new teacher aide collective agreement. The use of the Matrix to establish pay grades and steps was explained to Board Members.

Policies

Ti Tiriti – The draft policy was viewed, discussed and the following points raised.

- Bullet Point 2. Change to reflect that it is the Board and not the Students who should be taking reasonable steps.
- As part of staff induction appropriate training resources should be available to staff to assist in raising the level of Maori achievement. Funding should be allocated for this purpose in the budget.
- Discussion as to whether PD in Maori language should be available for staff.
- Guideline 1. Remove “each of” our students....
- The policy should be amended and placed on the agenda for the September meeting and further reviewed after 12 months.

**M. Watson
L. Taogaga**

Restraint – Change references to parents to parents/caregivers.

Policy Accepted, Moved R. Winder, Seconded M. Watson, All in Favour

J. Walker left the meeting 5:02pm

**R. Winder
M. Watson
A. Wong
M. Smith**

Privacy – R. Winder, M. Watson, A. Wong & M. Smith to further work on the policy and represent at the October meeting.

- Place allocation of Management Units, Risk Register & Fixed Assets on the October agenda.

J. Carlson

Stakeholder Report

Its to be reported on for school website and Facebook are:

Ti Tiriti Policy Development
Development of Strategic Plan 2021
Covid 19

**M. Smith
T. Grieve**

General Business

Our current roll is 1138. Our average number of students is expected to be 953 for the whole of 2020. Our 2021 notional roll has been set at 1025.

The Board moved into committee to discuss personal matters.

It was agreed that K. Watkins should remain in the meeting.

In committee at 5:23pm
Out of Committee 5:25pm

Meeting closed 5.57pm

Next meeting 3pm Thursday 22 October 2020 on-line.

M. Smith