

MINUTES OF THE MEETING OF THE ONSLOW COLLEGE BOARD OF TRUSTEES

HELD AT ONSLOW COLLEGE 02 November 2020 AT 5:30PM

Present: Sheena Millar, Sudesh Lourdes, Michelle Rush (Chair), Bridget Rhodes, Tia Bhana, Hilary Smith, Alex MacCreadie, Api Williams, Sam Grantham, Mark Patchett, Sophie Crozier, Tony Huang

Apologies:

In attendance: Katrina Brell (Board Secretary)

Guest: Penny Kinsella, Kylie Summers

Kylie presented the proposed strategy for Sport.

Kylie advised that 56% of Onslow students represent the school in one or more codes. The average across New Zealand is 58% so the perception that we are not an active sports school is not supported by these numbers. We have 10 top finalists at the College Sports Awards this year, which is a good result. Kylie explained the vision and goals for the sports strategy, which she summarised as wanting to give more access, quality and opportunity to Onslow students. Kylie raised concerns in respect of the lack of support that has been given to sport management and coaching: she advised the school is lacking staff, community, student, and parent help. Relatively low staff involvement is of particular concern, as schools successful in sports are those where higher proportions of staff are involved in supporting codes.

As part of the goals she is looking at how to provide the support, resources, inductions and training to coaches and managers, so they are fully aware of the Onslow Way and how this relates to sport at the college. Kylie observed that rangatahi see this as about inclusivity and teamwork being at the forefront of sport, rather than winning at all costs.

Improved communication is also a target, e.g. more success stories of our students and starting a newsletter for parents: an Onslow College sport facebook page has been set up.

There was a discussion around getting support from the community to help teacher and parents capability, e.g. a mentoring process through the wider community.

The Board asked for details on what was being done to foster greater involvement of students, parents and staff. Kylie advised that there is a volunteer plan in place, and a coaching philosophy rolling out in November. There are online tools that will be promoted in 2021. We have a very high level of student coaching in the junior school, hockey, netball, basketball, rowing. Expanding junior coaching to more codes would be a good way forward. Tony and Sophie are happy to reach out to students to get more buy-in for coaching. It was also suggested to look to see if we could get some of the peer supporters involved and train them. On the question of encouraging more teaching staff to become involved, the following actions are being taken:

- Personal one on one conversations with staff
- Appreciation to staff for their support: Kylie has done some research with other schools who recognise staff contribution with access to quality apparel. She is proposing the following:

- First year - \$200 Contribution for apparel e.g., Vest, merino long sleeve, ice breaker, rain jacket
- Then every year after they get \$100 further contribution to pick another piece of apparel.

Alex requested data analysis around boys vs girls playing sport at Onslow

Kylie to send through a progress report through to the Board. Mark has said he would like to thank Kylie for what she has done. Sheena conveyed that she would like the Board to recognise that this is the first time we have seen goals for sport and acknowledge what Kylie has put in place and done since she has been at Onslow.

The Board of Trustees requested Kylie to work with SLT to work out a plan for one or two priority goals and report back. The Board also advised that if she was coming across any barriers relevant to the Governance level, to come come back to the Board.

Welcome

New student representatives Sophie Crozier and Tony Huang were welcomed and introduced to Board members: Tia Bhana and Sam Grantham were thanked and farewelled.

1. Meeting Administration

1.1. Disclosure of Conflict of Interest

No Conflicts of Interest

1.2. Additions to the Agenda

Two items to be added to in committee.

1.3. Minutes and Matters arising

Motion

The minutes of the meeting held on 3 August 2020 were confirmed and as being true and accurate record of the meeting.

Moved: Mark Patchett | Seconded: Sam Grantham | CARRIED

The minutes of the meeting held on 7 September 2020 were confirmed and as being true and accurate record of the meeting.

Moved: Tia Bhana | Seconded: Sudesh Lourdes | CARRIED

Matters arising

Actions	Person Responsible
<i>Sheena to draft letter to parent complainant, including information about our drug-free school and discipline policies, comparison to other schools, offer of counselling of own student, and that the Board was satisfied with the outcome from the earlier steps taken: that we are very proud of the way we deal with these issues taking a constructive approach.</i>	Sheena Completed
Look to put out some type of message in respect of Vaping and Substance use in the Bulletin or on the Website.	Sheena/Katrina Completed
To put a message in the Bulletin to thank the Student Representatives on the work they have done	Sheena Completed

1.4. Correspondence

MOE Direction to Enrol – Maia Thompson

The Board of Trustees accepts the direct enrolment.

Resignations

Nicky Depree

The Board of Trustees accepts her resignation and wishes her all the best.

Annelies Meads

The Board of Trustees accepts her resignation and wishes her all the best.

Robbie Turrell

The Board of Trustees accepts his resignation and wishes him all the best.

Motion

The Board accepts all inwards correspondence.

Moved: Bridget Rhodes | Seconded: Hilary Smith | CARRIED

2. Reports and reviews

2.1. Principal's report

The Principal's report was tabled, and the following matters discussed:

Reminder that the NCEA review day is on 17 November which is mandated by MOE and we have to work through the 6 Modules that they have provided to us. Wellington is the region that is working through these modules and process. There has been very positive feedback that the Year 13s were able to do schools exams. Next week we will continue to run the normal timetable for students who would like to make use of classes for revision. Peer support training camp is on the

7/8 December, we have had 130 students apply, up from 75 from previous year. We have interviewed for the staff who have applied for positions following the support staff review.

Trends from enrolment numbers thus far indicate we are likely to have lower numbers of girls attending next year. The Board has asked if there was anything, we could do more at Raroa to bring more girls across. The Board suggested exploring the potential of marketing at Primary Schools rather than Intermediates, so parents have more information before they get into Intermediate.

Action – Sheena to look at ideas on marketing and website information in regard to increasing the proportion of girls enrolling at Onslow. The Board have asked that Sheena bring back some ideas on marketing to the December meeting.

Motion

That the Principal's report is accepted

Moved: Mark Patchett | Seconded: Sudesh Lourdes | CARRIED

- 2.3. Health & Safety
Covered in Principal's Report

Moved: Mark Patchett | Seconded: Sudesh Lourdes | CARRIED

- 2.4. Trustees Report

- 2.4.1. Student

Tia & Sam tabled their verbal report.

Mock Exams went well, there were a few students that were stressed but all has gone well. There has been a lot of support from teachers and a lot of Year 13s feel very supportive. The Year 12 Cohort has said that they think having the school exams so close to the exams has been good. Tia and Sam have been meeting with Tony and Sophie to give them a hand over.

- 2.4.2. Staff

Hilary tabled her verbal report.

Staff are feeling worn out and tired, they are in two minds about the late exams in respect of what to do in terms of revision. Staff mood is not the best, there are a number of things that have contributed it. A lot is to do with tiredness. The unfortunate side of the support staff review saw some support staff disgruntled at first, and then when they understood the change and became happy about it, this was not conveyed to the wider staff which has added to this mood.

2.4.3. Whanau

Api tabled his verbal report.

What has really helped was inviting the wider whānau to join the Facebook group. Approximately 60 people attended the Whānau Hui held Thursday 29 October. The challenge the group has is what to do with the information that came out of the evening. Which included a lengthy discussion about racism. It was acknowledged that there is some discussion of Treaty and cultural issues in the social studies curriculum. The Board asked the student representatives (new and departing) to what extent there might be students that would be interested in helping organise workshops around structural racism, e.g. discussions that could be held in Ako classes in a way that is safe for people to be open and honest.

The student's reps advised that having it separate from the social studies curriculum would be a good way to look at it and thought Ako Classes could be a good place to start. The student representatives agreed to take on a challenge around student culture, as part of wider efforts to build the communication between the Board and the students. One of the areas is to engage with the student body on how we can make a visual change that matters for Māori students in the School. There is a role for staff and also students.

Mark conveyed the initiatives that Sheena has been trying to progress. Sheena had made significant attempts to move this matter, e.g. advocating for a whare as part of the property revamp. Michelle advised that it was acknowledged at the hui the efforts Sheena has made and the matters she has progressed.

Api observed that despite us having Strategic Goal 3 and the teachers getting training, raising their awareness around cultural matters etc, these initiatives are not as visible to the students.

Alex raised that there are two aspects, one of which is with staff and increasing their capability including having put in place Te ara Maui, karakia etc. The other is how do we address what is a culture.

Api conveyed that before Sheena came here there was nothing being done: as soon as you start putting things in process the discussions open awareness, and with that increased expectation.

Sophie advised in terms of getting the message out the student representatives would be happy to bring this matter to the Student Council. Tony advised that the difficult thing students face, is that when you start talking about structural racism, people think they know what it is.

Action – Sophie and Tony to reach out to the Student Council and the Māori Students to discuss

Moved: Bridget Rhodes | Seconded: Sudesh Lourdes | CARRIED

2.3. Subcommittees

2.3.1. Resourcing

Bridget advised that the finances are not looking too bad. We are still seeing a big impact on International. We are at 10 students equivalent where we would normally be at 65. We should be OK in regards finances for next year but the longer the COVID-19 situation goes on, the school could see bigger impacts in the following year. With International reducing, the school has managed to relocate the staff in other areas.

The Board agreed that Sophie Crozier will join the Resourcing Sub committee

Motion

That the Resourcing report is accepted.

Moved: Api Williams | Seconded: Sam Grantham | CARRIED

2.3.1. Property Report

We have received a 70-page summary of the building condition report from the Ministry of Education. The report shows that the site needs to be rebuilt but the Ministry has indicated it will only repair, rather than replace. The Board is unhappy with this approach. As a Board of Trustees, we are disappointed for our students and find the situation the school is in to be intolerable. The Board discussed the next steps, and it was agreed that Property Committee needed to develop a plan and then bring that back to the Board. Sheena has a meeting with John MacDonald around media, to seek guidance on messaging. Once we have the outcomes of this, the resource committee will seek that a Board subcommittee come together to consider a plan of action.

Bridget to email Lucy at the end of the week regarding the planned workshop that is still to happen.

2.3.2. Policy

Exit Interview Policy

This policy was discussed, and a decision reached: that the Board accepts the Exit Interview Policy

Moved: Mark Patchett | Seconded: Alex MacCreadie | CARRIED

The Board agreed that Tony Huang will join the Policy Subcommittee.

2.3.3. Community

3. General Business

Strategic Plan

The latest draft of the strategic plan was reviewed and discussed.

Marks comments:

The Rata grew vigorously on this land in the past and we want this school to be a place which nourishes the students and staff.

*The roots of the Rata represent our whakapapa being the connections that we have to our many whanau and community relationships, and to our former and future students and staff.
The branches of the Rata are strong but flexible to change and challenge, enabling growth in our students and staff.
Like the Rata, the school provides a stable centre for the community and is a place of strength for our students, staff, and whanau.*

The Board confirmed and accepted the additions that Mark suggested and confirmed the vision, values and goals for the strategic plan.

Northern Board Chairs Meeting

Bridget attended the Northern Board Chair's meeting in Michelle's absence. The main topic discussed was the Kāhui ako, including the number of positions being created, and what the name was going to be. There was a lot of interesting feedback around the impacts of COVID on the different schools. The Kāhui ako have four goals and these link strongly to our strategic goals. Transition is to be a key focus - how we make it a more seamless approach transitioning students from primary school to intermediate through secondary school.

4. In-Committee

The meeting moved In-committee at 9:44pm

The Board moved out of Committee at 9:52pm

It was agreed to include in the agenda for the December meeting, time to conduct a Board self-review; what has worked, what has not worked, what could we improve as a Board.

3. Communication with Community

- Sports Strategy
- Strategic Plan, thank the staff, community and students
- Encourage people to vote
- Policy Sign off
- Whanau hāngi – discussed the concerns raised by the students at the whanau hangi and how we honor the treaty.

There being no other business, the meeting closed at 10:00pm

Approved as a true and correct record:

Signed:..... Date: 17/12/2020.....