

**MINUTES OF A MEETING OF THE
ONslow COLLEGE BOARD OF TRUSTEES
HELD AT THE COLLEGE ON 29th MAY 2017 AT 5:45PM**

Present: Mike Doogan (Chair), Don Carson, Peter Leggat, Vijay Chand, Rachel Parsons, Sue Barker, Michelle Rush, Bridget Rhodes

In attendance: Sherie Pointon (Minute Secretary), Jody Plummer (LAL Social Sciences), Mitch Neilson (HoD Learning Support), Tina Manker (Literacy Coordinator), Janet Glenn (DP Literacy)

Apologies:

Welcome: Mike welcomed everyone to the Board meeting and the staff presenting this evening.

Leading the Learning

Social Sciences Learning Area – Jody Plummer (LAL Social Sciences)

Jody briefed the Board on the goals for the Learning Area. As well as the school wide goal of Literacy the Learning Area worked on a goal on Maori and Pacific achievement. The Learning Area has moved to more internal based assessments rather than the external, they also have moved to semesterisation of their courses.

The Board asked what learnings from the Maori and Pasifika focus that can be applied across the school. The key learning has been know your student. The challenge is that most research and readings available is focused on lower decile schools. The Learning Area is focussing on bringing more Maori contexts in the Social Sciences, for example in Commerce they are using examples of Maori entrepreneurs and in Geography the Kermadec sanctuary is used.

The move to internal whilst it does increase the workload has also allowed for reviewing units to make integrated units that can cover more than one standard.

Ako is not in isolation, all teachers need to adopt the model in their classrooms as well as at “ako time”.

The Board asked if there is anything more that the Board can do to support the learning. Having the time and space to have the Professional Development.

It was important to establish the relationship with the Maori and Pasifika families and to ensure is a positive one.

The Learning Area has identified the need to

Learning Support – Mitch Neilson (HoD Learning Support)

Mitch started the conversation by clarifying the definitions for funding purposes. Whilst there is specific definitions from Ministry of Education for ORS funding, how we assess students to put them in our *High Needs* register is Onslow College specific. Mitch introduced the team make-up of the department. A main challenge for the department with the changes to the department with the transition from year 8 into year 9. The 2017 transition funding was not as we had expected, and we have asked that this not occur again with the transition processes identifying the students needing support is earlier.

Learning Support has focus on helping students achieve to the best of their abilities, aiming to have students leaving Onslow College with a nationally recognised qualification.

Transition from Year 8 to Year 9 has been adapted this year to create learner profiles.

Transition out of Onslow College, all students leaving in 2016 has gone into further education or paid employment. The links between Careers, Learning Support and Tertiary providers are key.

Dyslexia work is allowing for opportunities for differentiated learning for all students in a class who learn differently than the traditional context. The Board commented favourably on the resources currently under development.

SAC changes now allow for schools to make applications without the need for the psychological education. While we have an increase in students with SAC needs, there has been less requirements for Reader/Writers, this has meant that students are able to use differentiated assessment particularly with the introduction of BYOD.

The Teaching Assistants are taking a lead in a number of areas in the enrichment programmes.

Sue Barker left the meeting – 6:50pm

Literacy – Tina Manker (Literacy Coordinator) and Janet Glenn (DP Literacy)

Tina presented an update for 2017 on the Literacy programme. 2017 is the third year of the three year focus on Reading Comprehension and target students. Results from 2016 show that the goal of moving students' two sub-levels was achieved by 50% of the Year 9 target student cohort, with another 35% moving one sub-level, 14% of students made little or no progress. These results indicate that the reading comprehension interventions were successful for a large number of students. In the year 10 2016 group, 21% of the students moved the expected sub-levels. On average, the target students' learning was not accelerated. The data also shows that the target students, on average, did not make a year's worth of progress. 30 of the 48 target students did not improve their raw score on the e-asTTle from Term 1 to Term 4. 20 did not make normal progress. 10 students made above normal progress and were accelerated. Data shows that the rest of the cohort did not reach the normal progress that was expected either.

Conflict of Interest:

None noted

Minutes:

The minutes of the meeting held on 27 March 2017 were confirmed as being a true and accurate record of the meeting with minor amendments.

Moved: M. Doogan Seconded: V. Chand CARRIED

Matters arising: items are on the agenda

Correspondence:

Peter went through the correspondence file.

Items discussed:

Inwards

- Banking Staffing
- Response to Board's letter to Ministry
- NZSTA Newsletter
- NZSTA advice of Collective Agreement
- Biological Research Expedition
- Tina Manker requesting support for applying for Study Award in 2018
- Warren Henderson requesting support for applying for Sabbatical in 2018
- Anthe – Classics trip

Motion

The Board approves the Biological Research Expedition, requesting that the Board are kept abreast of planning.

Moved: M. Doogan Seconded: D. Carson CARRIED

The Board approves the request from Warren Henderson to apply for a Sabbatical for 2018.

Moved: M. Rush Seconded: B. Rhodes CARRIED

The Board approves in principle the request for investigating a 2018 Classics trip

Moved: M. Doogan Seconded: B. Rhodes CARRIED

Motion

Move that the correspondence be accepted.

Moved: P. Leggat Seconded: M. Doogan CARRIED

Health and Safety

As part of the Principal's report included the Health and Safety section.

The Board noted the risk and accident register.

Reports

Principal's Report: Reference: Principal's Report to May 2017.

The Principal's report was noted.

Peter spoke about his trip to China to meet with parents of students currently studying at Onslow College, and also prospective students.

Motion

Moved that the Principal's report be accepted

Moved: P. Leggat Seconded: B. Rhodes CARRIED

Trustees:

Student Trustee:

Vijay presented his report on the survey results from the pathway survey.

The Board discussed what information is available to students and how to access the appropriate information. The Board noted although the sample size was not as desired, the data showed there was a need for more information.

The Board noted the suggestions of asking former students and alternative to University pathway speakers in to talk to students about the options post school.

Staff Trustees:

Progress is being made on Ako, Aotea College has visited us and Rachel will be visiting Aotea.

Rachel presented a query from a staff member on the actions needed on the leaking buildings. It was noted that Peter continues to work with the Ministry on the condition of our buildings.

Rachel was thanked for the information and the Board has received an update from the Principal on aging infrastructure.

Whanau:

Lots of work around the Kapa Haka festival.

Resourcing: Reference: Finance Report to April 2017.

The Board noted the contents of the Finance Report.

The Audited accounts were tabled.

Motion

The Board approved the audited accounts for 2016.

Moved: D. Carson Seconded: M. Rush CARRIED

The Board discussed the report on the impact of the International Students to the school.

Motion

The Board received the financial report and that the payments were noted, including the International Student report.

Moved: D. Carson Seconded: M. Doogan CARRIED

Policy:

The Policy committee reviewed 4 policies and recommended them to the Board for adoption.

Motion

The Board approves the updates to the Pastoral care and counselling, Student Discipline, Response to bullying and Sexual Harassment policies subject to minor amendments and the following up on the advice on coverage.

Moved: M. Rush Seconded: D. Carson CARRIED

The Board discussed the impact of when and where things take place and what our responsibility / culpability is, particularly in regards to cyber-bullying and incidents to and from school.

Action – Michelle to seek advice from NZSTA on discipline, including bullying and sexual harassment on where we can be held responsible.

Foundation:

Meeting deferred.

Community:

The PTA appreciated the attendance of the Board at the AGM. The PTA continue to be a valuable asset to the school community.

General Business:

Strategic Plan

The Board agreed to finalise the plan at the next meeting.

BoT Chair Collective

Two issues that the group have agreed to keep discussing:

- Funding for LS/Special Education Needs
- Communities of Learning

Education Act Changes

The Board agreed to discuss the Act changes at the next meeting.

In-Committee:

It was resolved that in terms of Section 48 of the Local Government Official Information and Meetings Act 1987, the public be excluded from this part of the meeting as the Board wished to discuss matters relating to students and staff members and for the privacy of a natural person under Section 9(2) of the Official Information Act 1982

Move into In-Committee at 8:34pm

Moved: M. Doogan Seconded: B. Rhodes CARRIED

Move out of In-Committee at 8:37pm

Moved: D. Carson Seconded: B. Rhodes CARRIED

There being no further business the meeting closed at 8.38pm.

Signed: Date:

Chair

Next Meetings:

Board meeting – Monday 19 June 2017 5.30pm

Resourcing – Monday 12 June 2017 5.30pm

Policy meeting – Tuesday 24 July 2017 5.30pm