



Stratford High School Board

Minutes of Board meeting

Tuesday 25 July, 2023

Present:	Cameron Stone, Jason Loveridge, Jane Tobin, Wendy Single, Victoria Payne, Brad Gibbons, Carl Triggs, Dan Kerr.
Late:	
In Attendance:	Amanda Hill
Apologies:	Brendon Gernhoefer

Visitor's Report	<p>Cameron Stone</p> <p>Three themes were woven through the conference.</p> <ul style="list-style-type: none"> • Students who are having challenges, anxiety, mental health. • Equity, inclusion and culturally responsive • Authentically and effectively connecting with stake holders <p>Students with neurodiversity or anxiety or having suffered from trauma. Some students just can't cope with certain circumstances.</p> <p>Relationships – power and control, teacher in charge, this old school way is not working. The importance of relationship is vital. They need to feel connected and safe and that you care about them. Unless this happens, it is nearly impossible to teach.</p> <p>Co-regulation – breathing, mindfulness and self-talk are absolutely where we need to be going in our school. They need to learn self-control and to regulate their emotions,</p> <p>Nobody can learn if they feel like a guest in the room.</p> <p>How do you reach the hard to reach? If we don't meet children's needs for safely and belonging in education then they won't have the internal space and energy necessary for learning and growth.</p> <p>All these children with challenges, very hard to get outside help with agencies. Would need them on-site. Pastoral hubs – a space where they can go to regulate themselves. How do we recognise what changes we need to make and how we need to train our staff?</p> <p>Shark Tank – students' delivered PD to staff. Students told staff what they thought the school should do in groups and the staff voted. The students would feel heard.</p> <p>Classroom delivery – we are on this journey. Activity before concept theory. Student choice, projects and getting students moving.</p> <p>Equity, inclusive and culturally responsive. Equality and Equity – we need to give our students equal opportunities using the information we have on their strengths and weakness. Blended learning, Classroom layouts, wait times, co-operative work...</p> <p>Connecting with stakeholders to drive the above</p> <p>How do we measure engagement? What does authentic engagement look like?</p> <p>Community engagement, walk and talks? Coffee and cake? Zoom huis?</p> <p>This takes away the walking through the school gates feeling and lets you be seen as a 'real person'.</p> <p>Amazing Service – this is how we need to deliver as a Board, Senior leadership and Teachers.</p> <p>Last term we spent time looking at 2024. What is our next step/focus? Classroom delivery.</p>
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	<p>PLD: Quality planning, delivery and feedback</p> <p>Looking at being cell phone free. It can make a real positive change within a school. If we do go down this line, we need a measure in place to stop any conflict between student and teacher.</p> <p>Responses from community survey: 14 nos, 9 unsure and 27 were yes. (out of 50) A meeting would have to be held for the community to explain the reasoning behind this change.</p>
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Declarations of Conflicts of Interest

Member				
Brad Gibbons	N			
Cameron Stone	N			
Dan Kerr	N			
Victoria Payne	N			
Jason Loveridge	N			
Wendy Single	N			
Carl Triggs	N			
Jane Tobin	N			
Brendon Gernhoefer	-			

Administration

<p>Confirmation of minutes <i>Moved Loveridge that the minutes from the previous meeting are approved. CARRIED All</i></p>	<p>Minutes were discussed and signed. Moved Jason Loveridge Carried: All</p>
<p>Matters Arising:</p>	<p>IT proposal – in the middle of the hand over, so Dave and Doug have been liaising. Janko will be on-site on Monday. Check up on 95cent hireage on TPU Van. Regional Council \$3000, still checking up on this.</p>

Board Reports:

<p>Principal Report: <i>Moved Stone that the Principal's report is accepted. CARRIED All</i></p>	<p><i>On Teams</i> Have had 5 new enrolments already this term and 3 more to go. Also a few ready for next year, so we are holding quite strong. Attendance still being monitored – looking better than the overall New Zealand rate. We have been hit hard by winter sickness, so looking at next week will be interesting. Build a Bach students have been reminded about their attendance and they have improved. A push at the moment, especially for our year 11's, they need 80 credits, highest have 58 and some only a couple of credits. Next we need to get the assessments loaded onto Kamar so we can see all the credits that have been achieved. Allana George has been getting on to this. NCEA – There has been a lot of jumping around which has been difficult, but we feel that we are now on track – although new information is still coming through. Peer Mediators – lots of low level conflict, which students could manage themselves, but don't. We have senior students going through training so they can support students with the low level conflict. There will be 22 students and they will be rostered on for help. Maori achievement collaborative – Scott Warden, will be working with us. He will be leading the PD, but with focus on Maori Educational Success. Having a few problems with Alt Ed Role and have had a bit of interest, but so far not suitable. Students are currently working at home with laptops, but they need a place to focus. May have someone in on Monday of next week. (possibly short term) We have new EOTC forms to clarify and simplify our current process. Safety Management plan needs to be signed off. This needs to be updated to School Board, not Board of Trustees. This could be signed off next meeting.</p>
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	<p>B Block pumps – just had another pipe burst.</p> <p>Cleaning contract – recently two of the best staff have just resigned. They do not have enough staff and they are not being looked after. There are classrooms currently not being cleaned because of the lack of cleaning staff.</p> <p>Van clarification – any more than 12 seats you need a P licence. We don't want to limit our drivers, so 12 seaters would be best suited for us. Carl will speak to LMV to change the order to 12 seater.</p> <p>Teacher Aide – have been interviewing. Possibly found someone great, but would need 30hours. He would need to get a Visa first too.</p> <p>Jo is in next week for the principal review. She has the summary to go through with Cam.</p> <p>Evidence shows that no cell phones improves student academic performance. Plus engaging socially without the use of phones. Engagement and wellbeing.</p> <p>Possibly at the start of next year to implement this change.</p> <p>Information video is available to schools to use to educate parents regarding the cell phone use during school. <i>Cam to find the link, explore our management of this plan.</i></p> <p>If we educate, meet and discuss why we feel this is the right action. Also to plan how we do it.</p>
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<p>Student Report: Victoria Payne <i>Moved Payne that the student report is received.</i> CARRIED All</p>	<p><i>On Teams</i> We have had one student selected to referee the TRFU Colts at Yarrows Stadium. Three students have also been selected to umpire netball at the North Island Junior Championships. Two students have competed in the BBNZ U17 Nationals in Hutt Valley. We have had a successful open evening. Our Kapa Haka students performed at the Matariki celebrations. Another survey regarding the school lunches will be going out.</p>
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<p>Staff Report: Dan Kerr <i>Moved Kerr that the staff report is received.</i> CARRIED All</p>	<p>The Board is cordially invited to come together to watch teachers teach, and see the classroom in action. (One teacher).</p>
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Committee reports: ideally a written report is circulated with the agenda.

<p>Finance: Triggs & Gernhoefer Accounts: The Board must approve the month's accounts, as recommended by the Finance Committee which has scrutinized them. Minutes: Minutes of the Finance Committee meeting are received. <i>Moved Triggs that the Board approve the payment of the accounts. CARRIED All</i></p>	<p>Took a hit in June due to some big bills going out. Van was purchased. Precise consulting for audit of school for asbestos. Central cooling and heating. Campus and corporate clothing for blazers. Wholesale matting.</p>
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<p>Health and Safety: Jane Tobin <i>Moved Tobin that the Health and Safety report is received. CARRIED All</i></p>	<p><i>On Teams</i> H&S courses not sourced yet. Evacuations gone over during the holidays and will be brought to the staff. Cars and Vans on the school site during school hours. Deliveries, Teachers and Te Rangimarie cars. Also service people. We need processes to deal with this. Policy or out of bounds? There is a risk that we need to negate. Yellow line to let students know that they are about to cross the road? To remind students that there is a road by the stadium and to check for cars before crossing. Health and Safety committee to come up with some options to help with this.</p>
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<p>Property Report: Brad Gibbons <i>Moved Gibbons that the property report is received. CARRIED All</i></p>	<p>Wall completed in Kelly's room, B8 repairs have also been completed. Warrant is now up to date and signed off. Wormald coming in tomorrow morning – just a few exit signs. 50% of the steps have been finished now and the rest have been ordered and these are paid for by the Ministry. The fire upgrade, asbestos report – this will be done if it doesn't pass the fire inspection. Steve Cowan – one of the houses has been sold. (possibly clear 320,000) This will go into the 5YA. A couple of more handrails to do and also the rest of the step liners when they arrive. These will be screwed down now, not glued. School house jobs now up to healthy homes requirements, just waiting for some rubbers on the doors. Next year will have to look at the shower for replacement. Rick Ferguson is the new electrician we are using and he is great.</p>
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<p>Farm: Jason Loveridge</p>	<p>-</p>
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<p>Application for Funding</p>	<p>-</p>
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<p>Reunion Committee Update</p>	<p>Had a meeting on Thursday night. Kapa Haka to perform the Haka. For the song, print out the song sheet to hand out or onto the booklets. Hall set up, with words on the screen. Haka on the stage and space at the back to mix and mingle. Student leaders to be involved and some of the staff also. Wayne Smith did an article with the press and it is also on their Facebook page. Should be on next week's press. Hoping to have a mix of sports – basketball, netball, rugby, hockey... Within a 4 hour slot. Registrations are coming in. Some coffee carts/food trucks during the sports. These will be on the old tennis court. Having the school open for guests. Students placed at certain points so people can be wondering around. Wayne Smith still working on the book – already 36 ordered. Umbrella, beanies, coffee mugs, wine glasses and beer jugs have also been pre-ordered. Registration \$25 getting key rings, pen etc... Nick Orr – is going to have some background music going. Registration goes up \$5 after a set date.</p>
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Correspondence:

Inwards correspondence includes emailed circulars, etc. NZSTA news –

Date	Name	Regarding
13 June	N Callingham	Te Rangimarie Heat Pump Replacement
27 June	School Docs	Updates
30 June	K Rawcliffe	Thanks to Board



2 July	F Osborne	Info re: Swansea Road
11 July	F Osborne	Agreement for 98 Swansea Road
19 July	School Docs	Updates

Outwards Correspondence

Date	Name	Regarding
28 June	S Seyb	Resignation Acceptance
28 June	D Gilgenberg	Extended leave acceptance
28 June	A Savill	Resignation Acceptance
28 June	B Daysh	Tenancy response
28 June	Taranaki District Council	Bus Stop Positioning

General Business:

Heat pump for Te Rangimarie – replacement. They sit in the ceiling. The panel for the 2nd one broke. Would be cheaper to get a small heat pump as it's a small room. It would be a better option.
Brad to check this out.

A thank you from Kelly Rawcliffe re: the sewing room night course.

L. O'Sullivan – changed dates for resignation.

Lorraine- grounds person – wants allowance for clothing – with Stratford High Groundsman written on it. Also would like a 4 stroke edger.

Taranaki Dio – stats = 2/3 boarders 1/3 day students. They want to go 50/50. Stick with our initial decision.

Delegations – NZSTA – payment lapsed. New invoice sent through and is being paid this week.

Motion Stone that he be able to apply for the annual grant. CARRIED All

<p>Closed Agenda (Public Excluded Business)</p> <p>a. Apologies</p> <p>b. Confirmation of minutes</p> <p>c. Matters arising</p> <p>d. General Business</p> <p>Discussion of matters relating to staff and students, including Welfare and Discipline Committee</p>	<p><i>Moved Loveridge that the public be excluded for agenda items relating to NAG5 pursuant to section 48 of the Local Government Official Information and Meetings Act. The reason being to discuss matters regarding personnel and the ground is to protect the privacy of individuals</i></p> <p><i>Moved Loveridge that the BoT move out of Public Excluded Business at CARRIED All</i></p>
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<p>Meeting closure:</p> <p>Preparation for next meeting</p>	
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Meeting closed at 8.41pm

Motions from the meeting:

Moved Loveridge/All that the minutes of the meeting of are approved. CARRIED All

Moved Stone that the Principal's report is accepted. CARRIED All

Moved Payne that the student report is received. CARRIED All

Moved Kerr that the staff report is received. CARRIED All

Moved Triggs that the Board approve the payment of the accounts. CARRIED All

Moved Tobin that the Health and Safety report is received. CARRIED All

Moved Gibbons that the property report is received. CARRIED All

Motion Stone that he be able to apply for the annual grant. CARRIED All

Signed:

Board Chair:



Date:

22/8/23