

# Ao Tawhiti Unlimited Discovery

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## Ao Tawhiti Unlimited Discovery Board of Trustees Meeting 15<sup>th</sup> March 2016 at Unlimited Campus

### MINUTES

### ACTION LIST

Meeting opened at 5.30pm

- Present:** Richard McCance, Karen Wylaars, Patrice Le Sueur, Steven Mustor (Director), Sarina Dickson, Bee Nicholls (Chair), Dalene Mactier.  
**Apologies:** Matt Parrett. Sarina Dickson. Mike Field.  
**Absent:**  
**In Attendance:** Jonelle Matthews (Secretary), Phil Dewar, Karla Paul, Clint, Brent, Steve Hunt  
**Agenda:**  
**Register of Interests:**  
**Confirmation of Previous Meeting:** Belinda confirmed, after agreed changes to policies adopted, which were Ao Tawhiti Unlimited Discovery, Governance Policies; Board role and responsibilities policy, Delegated Authority Policy, Board Meetings Policy, Governance Processes Policy, and Board Review of Governance policy. Also Student voice spend to be changed to agreed 20% of annual donation be spent on student voice, and the remaining 80% be spent on staffing.

### Previous Meeting Action Points:

- **Marketing- In progress-** See Discussion **Steven**
- **Student Innovation Fund –In progress-**Nothing to report. **Patrice**
- **Student Voice working party-In Progress-** Nothing to report. **Patrice/Steven**
- **ICT/IIP Working Party-In Progress-** Nothing to report **Matt/Renea**
- **Background work/ Site New Building party- In Progress-**Soon to reactivated **Karen**
- **Charter Review-In Progress-** See Discussion **Bee**
- **Comms. For new build- In progress-** Nothing to report **Bee**
- **Policy and procedures- In progress-** Nothing to report **Steven**
- **Enrollment scheme –In progress-**To go to community consultation **Steven/Bee**
- **Maori success and achievement- In progress-** Moved to March meeting **Bee**
- **PD for SLT and BoT/Storytelling-In progress-** Nothing to report **Steven**
- **Community agreement- In progress-**Nothing to report **Steven**
- **Governance Folder- In Progress-**See General **All BoT**
- **BoT Election and Succession Planning-In Progress-**Nothing to report. Election date has been changed to the 13<sup>th</sup> May as per ministry guidelines. **Matt/Sarina**

### Correspondence on Basecamp:

### Taken as read.

- Education Gazette
- Tukutuku Korero
- Hillary Outdoors Invoice
- NZSTA invite to Annual General meeting letter
- NZSTA The pathway to a community of learning
- NZSTA the pathway to a community of learning. Booklet

- ERO Raising Student Achievement, Letter.
- Open letter to the Ao Tawhiti Unlimited School. Evan Kidd
- ERO Raising Student Achievement, Letter.
- NZSTA the pathway to a community of learning. Booklet
- ERO Raising Student Achievement, Letter.
- Ao Tawhiti Unlimited Discovery Mail - Science Alive. Duncan Woods
- Ao Tawhiti Unlimited Discovery Mail - Keeley Rogers, Question for moe
- ERO Raising Student Achievement, booklet
- Ao Tawhiti Unlimited Discovery Mail- Science Alive. Neville Petrie
- Ao Tawhiti Unlimited Discovery Mail- Katnis Kablamski.
- Ao Tawhiti Unlimited Discovery Mail-Astrid Harris letter
- Ao Tawhiti Unlimited Discovery Mail-Astrid Harris, image of police station
- Ao Tawhiti Unlimited Discovery Mail- Tania Green CTV
- Ao Tawhiti Unlimited Discovery Mail- Mike England
- Canty MNWC T1 2016 Flier Update 24.2.16
- Ao Tawhiti Unlimited Discovery Mail – Isabel Hitchings Question for the ministry
- Ao Tawhiti Unlimited Discovery Mail - Brent Silby open letter / forum
- MOE mtng letter- Paddy Pawson
- Ao Tawhiti Unlimited Discovery Mail - Jilene England Questions to the MoE
- Ao Tawhiti Unlimited Discovery Mail - Fwd/ Ao Tawhiti Unlimited Discovery - 26 Feb Update
- Ao Tawhiti Unlimited Discovery Mail - Fwd Communications for schools – for information only
- Letter to Director and BoT-Astrid Harris
- Ao Tawhiti Unlimited Discovery Mail - Clare Marshall feedback from the meeting
- Ao Tawhiti Unlimited Discovery Mail - Madison Tumataroa
- Ao Tawhiti Unlimited Discovery Mail - Clare Marshall meeting (another one)
- Ao Tawhiti Unlimited Discovery Mail - Clare Marshall meeting (another one)
- Ao Tawhiti Unlimited Discovery Mail - re urgent matter re 7-10 camps

## 2. Presentations:

Brent Silby and Steve Hunt reporting on NCEA and National Standards.

- Brent- a very low percent of NCEA results is externally moderated. This requires a very high trust model, allowing schools to moderate. Brent has a new template for staff to fill in, going forward, so that reporting to NZQA next year will give a very clear picture. There are two ways to represent achievement data: *roll based* or *participation based*. 1. *Roll based* statistics show achievement percentages across *all* students in each year level, regardless of whether they had entered enough standards to achieve a qualification. 2. *Participation based* statistics show achievement percentages across students who had attempted sufficient credits to gain a qualification. For example, a student who had only attempted 20 credits would not appear on the *participation-based* report. We are on a 3-year cycle with NZQA. We are trending upwards with our results. We are trending upwards with our results. A lot of our Data is misrepresented, due to our students being able to direct their education, and not being able to record the NCEA credits outside of the student's year level.
- Steve Hunt National Standards. There has been a lot of intervention to create a process that works within the 7-9 communities. Many of the staff on the Unlimited site were unfamiliar with National Standards, and needed support through PD. There will be a new system implemented to gather and record all assessment information. Steve is sharing this with staff presently. Targeted PD for LAs new to National Standards will happen. Ao Tawhiti Unlimited Discovery will look at the new MoE digital tool PaCT to support LAs in forming their OTJs.

**Steven-** will continue to summarise and present Data.

### 3. Monitoring Reporting

- **Directors Report**

**National Standards and NCEA**-See presentation.

**ERO** - assurance review- see discussion.

**Annual Plan-Aim 3, To ensure that Maori and Pasificka students are supported in achieving educational success.**

- **Finance** – See Discussion.
- **Property Health and Safety**- Nothing to report

- **Charter and Review report**- See Discussion.

- **Comms and Engagement**- Nothing to report.

### 4. Discussion

- A Community Leader has emailed asking if the Board can subsidise the camp at Boyle River. The Board requests that this letter goes back to Senior Management. The Board is in full support of this camp to go ahead, however the request sits at a management level for solutions.
- Questions from the community on the loss of city site that need answering. Director will identify the Ministry questions. Secretary will collate the Board questions to be answered.
- ERO have sent us through a schedule for their assurance review. ERO reviewed the merged school, prior to us opening. This is the scheduled assurance review for 12months later. After this review we will then be a part of the 3 yearly reviews. The April board meeting is to be moved forward to the 12<sup>th</sup> April; there will be no finance meeting held on the 12th, to allow ERO to meet with the BoT. Director to confirm meeting with ERO at the end of their visit. Proposed time is on the 15<sup>th</sup> April at 9am.
- Annual Plan Aim 3. Maori success and achievement. Our various property issues sidetracked the annual plan we had last year. A lot of the tasks in the Annual Plan are tagged to the Director or Curriculum Leaders. That doesn't mean that Director and Curriculum Leaders will do all the work, just that those tagged will start the conversations. We have identified through National Standards and NCEA that Maori students are not achieving well. Director will identify what area students who identify as Maori are wanting to learn in, and develop plans to support them to success in that area. This is the same for all students, however thorough the Whanau group we will establish what that looks like for our Maori students. We are getting consistency around meetings being the same on campuses, correct pronunciation, and sharing who of our students identify as Maori. The Maori success and achievement strategy that was originally started was based on He Kakano. However the current strategy is just identification and having relevant discussions that lead to planning. Rawhiri Gibson, worked with us in 2014 and has determined some areas that will help Maori students achieve and they are; students being identified, students having a significant mentor and having a plan and process with a significant mentor to achieve success. The new Ministry resource, Educationally Powerful Connections talks about developing relationships, listening to Maori voice and then making plans. Planning needs to include regular long term enriching experiences. The Board will show commitment at the governance level, in budgets, and strategic plans. The Director will report back to the Board monthly. This discussion is to be kept open. Annual plan to be taken to basecamp to be accepted at Aprils meeting.

**Steven**- respond to Community Leader

**Steven/Jonelle**  
Collate questions

**Steven**- confirm Friday 9am with ERO  
**Jonelle/** Notify April meeting date change and no finance meeting on the 12<sup>th</sup>.

**Steven**- report to board monthly

- There is a place on the Board for a Whanau Trustee. This will be a co-opted role. The Whanau group will put forward a name of a person to sit on the Board in this capacity. Chair has tabled a draft Role & Standard for the Whanau Trustee role. Chair put forward a motion that the draft Role & Standard for the Whanau Trustee be accepted. Full Board consensus to have it adopted.

**Bee/Jonelle-** to add to governance folders.

## 5. Identify Agenda Items for Next Meeting

- EDI spending.
- What does the success and achievement look like for our students?
- How do we support students to follow their passions and interests?
- The Board as an employer.
- Support of Innovation & of our future vision of the special character.

## 6. General Business

- **BOT Election-** There are 5 parent trustees positions to be filled. The Board spent some time answering questions from visitors and talking to roles and commitments highlights and lowlights of sitting on the Board.
- **Governance Folder-** adopted pages handed out to add to folders.
- **IN –COMMITTEE-** 5 Items. Commenced 9.30pm- finished 10pm

## 7. Board Communication

### Three Key Messages

- Enrollment zone.
- Whanau group established.
- Welcome to visitors to BoT meeting.

## 8. Meeting closure: 10pm

### Evaluation:

### Preparation for Next Meeting:

### Unlimited Campus

## 9. Approved: