

MINUTES of the meeting of the Board of Trustees

5:30 pm 10 December 2019 at school

Meeting opens 5:30 pm

1. ADMINISTRATION

1.1. **Welcome** Whakataukī

Present Andrew Dean, Oscar Henderson-Walsh, Evan Kidd (Chair), Sarah Marshall, Steven Mustor (Director), Tim McKay.

1.2. **In attendance** Jacinta Buist (Board Secretary), Vicki Buck for agenda item 2.0, George Henderson-Walsh

1.3. **Apologies** Moana Barr, Karen Grant, Matthew Parrett, Danette Wereta.

1.4. **Registration of interest**

Agenda item 2 – Tim McKay declared an interest that the presenter, Vicki Buck, is his mother. Tim was not present when the board made decisions about the presentation.

1.5. **Confirmation of the consent agenda**

1.5.1. **Previous minutes** 5 November 2019 - *circulated with the agenda*

1.5.2. **Correspondence** - *circulated with the agenda*

1.5.3. **Finance report** (Chair) - *verbal report*

There was no finance meeting last week due to illness.

The Chair has reviewed the finance report which reflects the school is well over in the staffing area. This is a combination of being overstaffed plus banking staffing overuses from last year and anticipated in future years. The overstaffing and banking staffing overuses have been deliberate and considered decisions by the board.

The Ministry of Education have still not met their commitments and obligations to fund the school the correct property funding which is concerning. The school is also waiting on the EDI (Education Development Initiative) funding from the Ministry. Further discussion on this will take place in committee.

If the school had received the property and EDI funding, then the accounts would reflect the level of deficit budgeted for in 2020.

1.5.4. **Health and safety report** (Staff Trustee) - *verbal report*

A trial evacuation was held earlier in the term and run by an external provider. The school was evacuated quickly and is following up on suggestions for improvement.

The Garage's (technology workshop) signage and procedures will be completed and in place for the start of the 2020 year following the shift.

Specialised area supervision is an ongoing concern.

The Director is now closing the Level 4 hall\gym space for the remainder of the year to allow for a conversation with the Ministry over the area's unfitness for purpose and ongoing safety concerns. Alongside this the Director is pursuing other solutions within the school

General housekeeping on all floors is creating mess and hygiene issues which the Director is following up on.

1.5.5. **Student trustee report** (Student Trustee) - *verbal report*

The Student Innovation fund has completed an outstanding application from earlier in the year.

There are no more planned meetings before the end of the year however if required one can be set up. Forecasting indicates there will be \$1,000 unused by the end of the year which does not carry over into 2020.

1.5.6. EOTC trips - circulated with the agenda

1.5.7. Director's report - circulated with the agenda

In addition to the report the Director noted:

- There has been initial feedback on the 2020 timetable and combination of years 12 and 13 physics classes from families.
- With the change from Years 7 to 10 and years 11 to 13 home bases to years 7 to 13 home bases in 2020, it has been observed that many current students from the year 7 to 10 area have selected Learning Advisors from their current communities.
- The Community Leaders are now working through what the floors will look like for 2020.

The Chair thanked and recognised the efforts of the Director and staff for getting the school to the point where it is now. The school has achieved what it set out to do this year. It has been a huge transition to shift into the new building and overall has gone very smoothly which is impressive. People are feeling that we are one school now we are together in one place.

The balloted waiting list is long and the school is growing the roll again now it is in the new building. Next year will be exciting with the new appointments and the school will evolve further over time.

MOTION Chair

The consent agenda of the Board of Trustees having been circulated, be approved as true and correct.

Carried

2. PRESENTATION - Climate change school proposal - Vicki Buck, Discovery Learning Trust

The Trust originally set up Discovery 1 and Unlimited Paenga Tawhiti schools that were later merged to become Ao Tawhiti Unlimited Discovery.

Vicki gave a verbal presentation to the board on a Climate Change School the Discovery Learning Trust is setting up which would deal with every aspect of climate change.

The Trust became aware of the level of interest, anxiety/concern, lack of information and practical steps that could be taken by school students around the climate change issue and wants to put something in place to support students be able to see the big picture and take practical steps. This could then become a model for other groups or areas.

Multiple schools and early childhood education have been approached by the Trust and they are very keen to be involved. The Trust has been liaising with the Ministry of Education and wants to set up a satellite green climate change school based in the Christchurch Red Zone, possibly on existing or adjacent to Ministry of Education land.

The Trust is giving Ao Tawhiti Unlimited Discovery the opportunity of first refusal to be the host and base school with the green climate change school a satellite unit. Students are enrolled at the base school, but are educated in the satellite unit. As a host school, there is entitlement to additional space and there are responsibilities in the planning, construction, upgrading and management of the unit's property.

It is envisaged that this would start small and approximately five schools would contribute twenty students and one teacher with the next step in the process for schools to get together with the Ministry and do a Memorandum of Understanding.

The board had a question and answer session with Vicki then after she left discussed the proposal. It was felt this was an amazing opportunity with the red zone and for students to do something stunning and innovative. This fits within the special character of AoTawhiti.

- Students follow their passions
- Have years 1 to 13 students
- Work in co-operation with others.

The board has confidence in the Discovery Learning Trust's track record and capability to deliver.

MOTION

The Director explore and proceed with the next steps of the setup of becoming a host school for the satellite green climate change school in conjunction with the Discovery Learning Trust, other schools and Ministry of Education.

Carried

3. DISCUSSION

3.1. Policy review- tri-annual plan (Chair) - *deferred to next meeting*

ACTION Organise a board meeting one weekend for four hours to work on the policy and charter reviews.
- Chair

3.2. After-hours facilities usage (Director) - *tabled at the meeting*

The board reviewed the report tabled by Andrew Dean and had a discussion on the benefits, risks plus health and safety considerations of after-hours usage.

ACTION Check with insurance broker the cover required for staff and others using the building. Consider seeking legal advice over a usage agreement. - **Director**

MOTION Moved Chair

Trial limited after hours usage at the Chair's discretion in consultation with the Director. This be limited to board, families and staff organised projects that have a direct link to supporting the school and/or students. Access (including keys/swipe cards) and inductions be arranged with the Director.

Carried

3.3. Charter review /update- community engagement in this process (Chair) - *deferred to the next meeting*

3.4. Kāhui Ako – Communities of Learning (Director)

In Term 3, the school joined a Kāhui Ako which has many of the same schools as the previous cluster we were involved in - Christchurch East School, Hagley College, Te Pā o Rākaihautū, and twelve early childhood education centres. Kāhui Ako are a group of education and training providers that form around children and young people's learning pathways, and work together to help them achieve their full potential. The Ministry of Education's website has further information.

<https://www.education.govt.nz/communities-of-learning/>

The board discussed how the communities work, the benefits to the school which includes additional staffing and the opportunity for staff to work collaboratively with other schools. There are also staffing challenges alongside this. It is expected the lead Principal of the community will be appointed shortly.

Our involvement is at the Director's discretion and the commitment is for a three-year cycle however schools can opt out at any time.

4. IN COMMITTEE - PUBLIC EXCLUDED

MOTION Chair

The meeting moves into Public Excluded Session for reasons of legal and professional privilege and to protect the privacy of natural persons. Items to be discussed include students, personnel, finance and property.

Carried

MOTION Chair

The meeting resume in Public Excluded Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board.

Carried

Meeting closes 8:30pm

5. BOARD COMMUNICATION

- 6. 2020 MEETING DATES** Tuesdays 5:30pm
Term 1 : Week 4 - 18 February and Week 10 - 31 March
Term 2: Week 4 - 19 May and Week 10 - 30 June
Term 3: Week 4 - 11 August and Week 10 - 22 September
Term 4: Week 4 - 3 November and Week 10 - 15 December

Approved 

Name [Evan Kidd](#)

Date [18 February 2020](#)