



Meeting of the Garin College Board of Trustees
3 March 2020, 5.30pm, W1 off the Library
Minutes

Opening Prayer	<i>John Maguire</i>
Present	John Maguire, Chris Ward, Markelle Ward, Katie Herd, Ann Ritchie, Fr Bill, Selwyn Mason, Roman Birch, Dave Ashcroft, Katrina Taylor (arrived 6.05) Fr Bill left 7.28pm
Apologies / welcomes	Apologies: Iain Hall (unwell) Chris Moved to accept apologies Fr Bill Second Absent: Sarah Binns (Overseas) Welcome: Deputy Principal, T Stock
Conflict of Interest/Pecuniary Interest:	none
Minutes of Previous Meeting	February Minutes Moved Chris to accept minutes Second Katie Board Approved
Matters Arising	<ul style="list-style-type: none"> • Email objectives review of #8 and #10 in the Strategic Plan – this item covered in Strategic/Annual Plan item • Seek clarification on High Risk delegations – covered in Deputy Principal's report • Evaluate NCEA Attainments – covered in Principal's report Final approved Data through today • Review the Counselling Services Report – not complete; Aspects of data embedded in Annual Plan <p>Email BOT the 2019/2020 Analysis of Variance (AOV) and Annual Plan by 21/2/2020 - Signed and shared with Board 2nd March. Chris explained to the Board how busy the Principal has been of late due to ELT members away.</p> <ul style="list-style-type: none"> • Invite T Stock to next BOT meeting regarding EOTC overnight trips - complete • Contact Frank Wafer re BOT training and support Board will find a date that will work with Frank - ongoing
Matters for decision <ul style="list-style-type: none"> ▪ Correspondence for decision ▪ [other items listed as appropriate] 	<p>Chris W been in communication with Hostel Chair</p> <ul style="list-style-type: none"> • Hostel Trust progressing with plans. • Hostel would like to apply to the GCET for funding. Hostel Trust would like to seek a letter of approval from the Board. • Hostel demand growing. • Planned space for International students • Action: Markel: Hostel projections and information to be fed to the Board • Action: Chris to write paper for next Board meeting • Action: All to email any questions to Chris prior to meeting

	<p>Tracy Stock, Deputy Principal presents outline of EOTC procedure for offsite overnight trips</p> <ul style="list-style-type: none"> Tracy gave the Board a detailed overview of how staff apply for an EOTC trips explaining the full process and procedures, guidelines and levels of all trips in comparison to Ministry of Ed Guidelines 2016 Board discussion around different level of trips including update of Medical details. Board ultimately responsible for all trips. Board Chair would like to be informed of trips going out. <p>(see also Board Paper #2)</p> <p>Proposed Resolution: The Board of Trustees approve the Garin College EOTC Levels Identification Chart for 'Level Five: Off-site events involving <i>over night stays</i>', be amended to reflect the MOE EOTC Guidelines 2016 'Management Guide for EOTC Activity Types' D 'Off site - Residential multi-day trips further afield' (i) & (ii) Approval. That Principal Approves 'Level Five (i): Off-site events involving <i>over night stays</i>'. <i>That the BOT Approves Level Five (ii) Off-site events involving overnight stays International Overseas Trips.</i></p> <p>Revised Resolution: That Level 5 International Overseas Trips require approval by the Board of Trustees, and That the Principal (or delegated person) approves all other trips (level 1 to 5).</p> <p>Chris moves to approve resolution Second Fr Bill Board approved</p> <p>Finance: Board Paper #1</p> <p>Proposed Resolution: <i>That the BOT approve the following changes to the Cyclical Maintenance plan:</i></p> <p>a. Teacher Resource Block Interior #4 painting of \$18,330 be deferred from 2020 to 2021</p> <p>b. Gymnasium Interior #1 painting of \$15,520 be deferred from 2019 to 2021</p> <p>c. Science Block Interior #2 painting of \$6,055 be brought forward from 2020 to 2019."</p> <p>Key points Following communication with Solutions and Services who are preparing our annual accounts, it is recommended that funds movements are approved by the BoT.</p> <p>Ann moved resolution be approved Second Katie Board approved</p>
<p>Matters for discussion</p> <ul style="list-style-type: none"> Progress Towards Strategic Goals Principal's Report Correspondence for discussion [other items listed as appropriate] 	<ul style="list-style-type: none"> Reporting to Targets for 2019 <p>John presented his Principal's report which set out performance against the 2019 targets. Enrolment targets missed by 0.5% and 9% Boys writing: 80% below NZC level beginning Y9 to 23% by end of Y10 Male/female achievement inequity difference has decreased from 12% to 8.7%; target is 6% Māori student achievement – target not met, noted small numbers have big influence on % shifts</p>

	<ul style="list-style-type: none"> • End of Year Literacy and Numeracy Report (2019) Continuous focus on narrowing of the gap between Boys and Girls achievement at all year levels <p>Strategic / Annual Plan John gave the Board an overall view of the final Annual Plan 2020-2022. There was discussion around measures of success, deliverables, particularly with reference to performance against 2019 targets. It was agreed that Board needed to take ownership of new strategic objectives to ensure that quantifiable progress is being made. John to report back to the Board after 1st Quarter. Board to review measures at that time.</p> <p>Chris moved to accept Principal's Report Fr Bill seconded Board Approved</p> <ul style="list-style-type: none"> • April Board meeting moved to 8 April • 2020 Faculty reporting to BOT – Social Sciences - 7 April (Paul Bucknall), Languages - (Simon Pimm) & Arts - (Sharlene Belcher) 2 June 2020,
<p>Matters for information</p> <ul style="list-style-type: none"> ▪ Committee Reports ▪ Correspondence for information ▪ [other items listed as appropriate] 	<ul style="list-style-type: none"> • Chris moved to extend meeting by 15 minutes Ann second Board agreed • Garin Family Wellbeing Hui – to be held 9/3/2020 <p>• Finance Report 31/3/20 Bank staffing slightly under at the moment. January is a quiet month for finances and expenditure is tracking to budget.</p> <p>• Billy McKay, Department of Corrections – requesting meeting 26/2/20 Meeting with Principal, re communication within the community re integration of offenders back into the community.</p> <p>• MOE – Waimea Schooling Network: Future Growth Strategy is showing increased demand for schooling in the Stoke – Richmond catchment area. MOE is focussed on state school development. John to maintain engagement and seek opportunities to promote Garin's potential.</p>
Tabled Business	<p>Timesheets from Solutions and Services</p> <ul style="list-style-type: none"> • Chris will complete timesheets accordingly
"In Committee" Business	<p><i>Chris moved to go In Committee 7.39pm</i> <i>Meeting closed 7.47pm</i></p>
Closing Prayer	none
NEXT MEETING DATE	8 April 2020
Evaluation of meeting	

Tasks: