



Garin College Board of Trustees
 Tuesday 3 November 2020, 5.30pm
Minutes

Opening Prayer	John Maguire
Present / Apologies	<p>Present: John Maguire, Chris Ward, Selwyn Mason, Ann Ritchie, Katie Herd, Roman Birch, Father Bill, Markelle Ward, Dave Ashcroft, Iain Hall, Jesse Sherlock, Katrina Taylor (arrived 5.40pm), Sarah Binns (arrived 5.50 pm)</p> <p>Minute Taker: Maree Holland</p> <p>Apologies: Sarah (for lateness) <i>Resolved to accept apologies: Moved: Chris Seconded: Ann</i></p>
Introductions	Jesse Sherlock (New BOT Student Rep) – to replace Katie Herd
Minutes of Previous Meeting	<p>8 September 2020 Minutes:</p> <p>The Board confirmed that it's expectation was that Dave Ashcroft would engage with all relevant parties when reviewing the Hostel Trust application to the GCET.</p> <p><i>Resolved to accept September 2020 Minutes with minor amendments: Moved Chris Seconded: Katie</i></p>
Matters Arising from Previous Meeting	<p>Email the H&S audit report – <i>emailed to Board 14/09/20</i></p> <p>Traffic while construction takes place – <i>meeting to be confirmed with Manager</i></p> <p>Invite John Pope to next meeting – <i>Apologies noted – invite to next meeting</i></p>
Matters for Decision	<p>Board Paper #2: Financial Report</p> <p>John reported that he is confident that we will remain under budget. Noted that donations have increased compared to last year. At this stage there are 16 international students that are remaining in 2021, which will positively impact our income.</p> <p>Resolution:</p> <p>That the Board of Trustees approve the Finance Summary to 30 September 2020.</p> <p style="text-align: right;"><i>Moved: John Seconded: Dave</i></p> <p>Pub Charity Ltd:</p> <p>Resolution:</p> <p>That the Board Of Trustees approve the request to the Pub Charity Ltd for \$2,491.31, to cover the costs of van hire and accommodation for the Mixed Touch Team, attending the National Secondary Schools Tournament in December 2020.</p> <p style="text-align: right;"><i>Moved: Dave Seconded: Ann</i></p>
Matters for Discussion	<p>Principal's Report:</p> <p>Regular role is up to 516 students – an increase of 16 students compared to this time in 2019. With the return to Alert Level 1, the school events have returned to the full calendar and we can now have large school gatherings.</p> <p>To date, Garin College Year 13s have been awarded approximately \$275,000 worth of scholarships from universities and charitable trusts!</p> <p>Jeremy Marshall has been employed as Deputy Principal starting 2021. Indications show that we will be fully staffed by 2021.</p> <p>Discussed our key focus of learning for both teachers and students. Through the Teacher Accord, teachers are no longer required to engage in appraisal, so as from 1 February 2021, they are required to engage in the Teacher Professional Growth Cycle. In Term 4, our learning leaders and teachers are engaged in collaboration and co-construction of quality practice descriptors for learning at Garin College.</p> <p>There is a new implementation in 2021 where teachers are no longer appraised but encouraged to grow professionally.</p> <p>Discussed the format of the Principal's Report. It is a really informative record of the month's activities and also celebrates the things that are innate in the school. It was suggested that a summary of 5 themes in the month be summarised on the front page.</p> <p>Board will discuss the strategic plan for 2021 at its next meeting. We need to ensure that collectively we understand what success looks like, and that John is given clarity over priority actions and measures.</p>

	<p>Learning & Wellbeing: Board Paper #1</p> <p>Discussed Wellbeing and what it can mean. Wellbeing, as well as administration and special character to be the focus in Whanau time at start of the day. How can we use this time for an opportunity to grow in relationships and the wellbeing of our students? Having a mixed age group in our Whanau time is a key element for the character of our school.</p> <p>Garin College International Policies – read only - Board Paper #3</p> <p>Reviewed by Diana, Director of International Department to ensure SIEBA templated policies align with our policies. John to circulate the international policies to be discussed at the next meeting.</p> <p style="text-align: right;"><i>Resolved to receive the Principal's report: Moved: John Second: Bill</i></p>
Matters for Information	<p>BOT Property Committee Report: Roman Birch</p> <p>Survey has been sent to teachers with the discussed changes. When responses have been finalised, It will then be sent to the students. Once both voices have been captured, then the common voice will be brought to the property plan.</p> <p>Meeting was held with Sarita Smit (ADW Director of Property Services) It was discussed that Garin College has “over” class space and “under” resource space, based on the MOE formula for funding (https://property.education.govt.nz/spg/school/6975). Once a space is designated as a classroom, it cannot be changed. As a classroom can be up to 85m2, most of our classrooms are 60-65 m2, hence the problem. Under this formula, funding is not available to increase our footprint, until our role grows to over 550 students, so we are researching how our spaces are used and how we can better utilise that space.</p> <p>Hostel Report: Markelle Ward, Dave Ashcroft</p> <p>The GCHT wants to pursue the completion of the hostel once the conditions between the Hostel Trust and the GCET are met. It is highly unlikely that the hostel will be completed by the end of 2021.</p> <p>Dave Ashcroft has reviewed the Hostel Trust’s application and recommends it to be a culturally and commercially sound investment. To date, there has been a healthy and transparent process between the Hostel Trust and the GCET. For it to work, it needs be based on the protection of the scholarships and property applications (or roll to grow to required size for MOE funding). Due diligence still being processed. Dave suggested that a review of the philosophy of CGET may be beneficial. Dave to meet with John Pope and also help with a financial model. It was noted that John Buchard’s involvement was highly appreciated.</p>
In Committee	Time In: 7pm Time Out: 7.10pm
Tabled/Other Business	<p>Farewell to Ann Ritchie:</p> <p>A heartfelt thanks for her incredible strength, support and expertise in the school environment. Appreciation given to her values in education and life. Ann to stay on the Finance Committee. Matthew McTeague has been approved as a Proprietor Representative on the Board. His first meeting will be on 1 December 2020. John M to meet Matthew this week.</p> <p>Farewell to Katie Herd:</p> <p>Appreciation was made to Katie for the example she has shown to represent the students and encouraging others to step up into a leadership role.</p>
Closing Prayer	John Maguire
Next Meeting Date	1 December 2020

Signed:

Chris Ward, Chairman

Date: 1 December 2020

To Do List**JOHN:**

- Traffic while construction takes place – meeting to be confirmed with Manager
- Invite John Pope to next meeting – Apologies noted – invite to next meeting
- Circulate the International Policies for reading so we can be ready for the next meeting. Comments from BOT to be emailed by 13/11/20.
- Front page summary to be included in next Principal's Report.
- Draft Budget to be finalised next week and discussed at next BOT meeting.
- Discuss progress of Strategic Plan at next BOT meeting.
- Look at how we achieve student attendance rates. Separate Y13 independent study when not on site?
- PLD funding – need to come back to Board to look at other funding opportunities if we are unsuccessful. We will need to look at another model next year.
- Promote in Newsletter student success in gaining tertiary scholarships for 2021.
- Meet Matthew regarding BOT position.

ROMAN:

- Property Report: Ask specific questions to Tracy Stock and Paul Bucknall for an understanding of the pressure on timetabling.

DAVE:

- Meet with John Pope / Financial Model / Review of GCET philosophy required?