Minutes of the Ōtāhuhu College Board of Trustees' Meeting

Thursday March 26 5:30 pm (meeting held online due to poor weather).

1	**Apologies** Present: Neil Watson, Craig Sionetuato, Rulon Brown, Hannah Coleman, John Pulu, Susan Afoa, Jasmine Reynolds, Manako Lutui, and Chrissy Reuelu (minutes) Apologies: Absent:
2	**Conflict of Interest** Nothing to report
3	**Minutes from last meeting** Move that the minutes are a true and accurate record: Moved by Jasmine seconded by Hannah. **Matters arising**
3.1	**Correspondence – Inward** Discussion regarding the new ERO reporting framework. This is an update for the Board from the Ministry of Education, as there is a new process and a new way of reporting. No action is needed this is an explainer for the Board to review. Jasmine raised a question regarding the ERO review: Is there any early indication of where we might land across the categories, ahead of the outcome? Neil replied: from a national perspective, we are generally performing well, particularly for student achievement and progress. Reading, writing, and maths are tracking well. Attendance remains an area for improvement, but engagement and belonging are strong. Equity is excelling, teaching is doing well, and the Year 9 curriculum has just started, so we are working towards improvement. The school is improving steadily and governance is excelling. Overall, while there are areas to strengthen, student outcomes compare well nationally. [redacted] leave request: 20 April to 1 May (overseas to support a family member for medical reasons). The board accepted [redacted] leave request from 20 April to 1 May Moved by Neil; seconded by John.
3.2	**Correspondence – Outward** Nothing to report.
4	**Principal's Report** Regarding student achievement for 2025 the Ministry of Education has released provisional leavers' data, with final figures to be confirmed in May. 86.7% of Otahuhu College students are leaving with a qualification, an increase from the

	previous year and above the national average of 85%. The College does not offer Level 1 qualification, so this result is positive. Achievement at Level 2 is above the national average, and Level 3 is significantly above. University Entrance (UE) remains an area for development, with current achievement at 33% compared to the national average of 40%. There is a clear gender disparity, affecting male students with no gap at Level 1, a small gap at Level 2, a significant gap at Level 3 and there is a substantial gap in UE. Addressing the gap remains a key priority and reflects a wider national trend. Regarding engagement and retention student engagement has been strong, highlighted by participation in ASB Polyfest, with 256 students involved. Achievements included: Tongan group: 1st place (Lakalaka and Saki) Samoan group: 1st and 2nd placings, Cook Islands group: Division winners Attendance continues to be an ongoing challenge. However, Year 13 attendance is currently the strongest across the school. Staff and students also actively participated in the Otahuhu Family Fun Day, strengthening community connections. Regarding teaching and curriculum training has been undertaken for teachers across Mathematics, Physical Education/Health, and Science. A new English teacher has been appointed, with an additional vacancy arising. Recruitment of a qualified Mathematics teacher remains challenging. Implementation of the Year 9 curriculum has presented some challenges, particularly due to gaps in students' prior knowledge as the curriculum is still being embedded at Year 8 level. Despite this, teaching practice continues to strengthen over time. [redacted] will assume responsibility for the intern programme due to [redacted] leaving. Students have also achieved positive results in volleyball. Recent weather has highlighted significant roofing issues, with multiple leaks across the school, particularly in M Block. The Ministry has received tenders for M Block remediation, which are within the semi-expected budget range. These are currently under review, with a proposal expected for the April Board meeting. Further proposals relating to gymnasium works and office spaces, as well as a quantity surveyor fee proposal, are also anticipated for April. A former student Barry J Welch has generously donated $30,000 to the College. A proposal will be presented at the next meeting to allocate this funding as an annual $1,500 student award/scholarship. Move to accept principal report moved by Hannah and seconded Susan.
5	**EOI in Self Managing Property** The Ministry of Education has proposed an option for selected schools to move toward self-management of property projects, rather than all projects being

	centrally managed through the Ministry. Currently, all property works must go through the Ministry, which can result in delays and limited flexibility. This proposal presents a potential opportunity for the school to have greater control over project delivery. Neil has expressed interest in exploring this option further. There are potential advantages, including increased autonomy and more timely project management. However, there are also considerations, including: school capability and capacity to manage projects, financial implications and budget control, whether additional resourcing or expertise would be required. At this stage, there is insufficient clarity around funding, responsibilities, and overall expectations. Further discussions with the Ministry are needed to better understand the scope and implications. It was noted that expressing initial interest does not commit the school, and the Board can decline participation if it is not deemed suitable after further investigation. Given the potential opportunity, it was agreed that an expression of interest will be submitted, to ensure the school does not miss out while more information is gathered. Moved by Jasmine and seconded by Craig
6	**Finance and Property** The school has recorded a small surplus of $34k for the month. Neil acknowledged and apologised for accidently using the school credit card for a personal expense. This has now been fully reimbursed and will be reflected in the next month's credit card report. A discussion was held regarding the ongoing maintenance and potential renovation costs associated with the old Whare. Given the likely financial implications, Neil recommended that ownership of the old Whare be returned to the Ministry of Education. The Board agreed with this recommendation. There have been significant flooding issues between the library and the courts, caused by collapsed drains. Estimated cost of repair: $75k. The school has requested funding support from the Ministry of Education and is currently awaiting a response. Due to the urgency of the issue, it was noted that if funding is not approved, the school will need to proceed with the repairs regardless, with the intention of completing the work during the April holidays. Recommend to approve credit card payment for February ($1638) Moved by Craig Seconded by Jasmine. Recommend that the monthly reports be accepted Moved by Hannah Second by Rulon. Motion that the Board signs over ownership of the old whare to the Ministry of Education moved by Jasmine second by Craig.

	Recommend to approve the drainage project of up to $75k using Board funds if needed. Moved by John Seconded by Susan.
7	**Health and Safety** The Duke of Edinburgh trip was highly successful, with students reporting a positive experience. A potential French Polynesia trip is being explored through the French Club, led by [redacted]. [redacted] runs a French option and an afterschool French Club. Students who participated in French assessments last year achieved strong results. J. Boscawen has indicated willingness to support the school. The trip is proposed as a one-week experience during the holidays. Costs are currently being worked through, noting that French Polynesia is an expensive destination, although relatively closer than other international options. The Japan trip scheduled for the July holidays is progressing well. There are currently two students who may require financial support, and options for subsidising their participation are being explored.
8	**Ōtāhuhu College Trust** Neil spoke with John regarding the Otahuhu College Trust. John expressed a preference for retaining the Trust. It was agreed that a longer, more detailed conversation will be scheduled to fully understand John's perspective and ensure alignment moving forward.
9	**Centenary** A discussion was held regarding the next steps for planning the school's centenary celebration. It was agreed that an initial meeting is required to start going over the requirements. The sub-committee will meet with Leone to discuss next steps and establish a clear plan moving forward. Any existing documentation from the 90th celebrations, including information and contacts from past committee members, would be helpful. Neil will contact the 3 committee members and [redacted] via email.
10	**In Committee** When into In Committee at 6.37pm. Came out of In committee at 6.39pm. **In Committee Correspondence**

13	**Any Other Business** Manako mentioned that the students have provided feedback regarding the late line process, noting that it can take approximately 20–30 minutes to get through the line. While they acknowledge that the system is generally effective, they have suggested improvements, including starting at 8:40am. Some students also expressed concerns about perceived favouritism in how the process is managed. Manako will follow up with Neil to discuss these concerns further. The Filipino group, that preformed at the Polyfest which was choreographed by students and delivered a strong performance. During the performance, one student experienced a significant fall but showed resilience by getting back up and continuing. Neil acknowledged her courage and determination. Clarification was provided to staff regarding the EOTC forms for an upcoming camp, which is classified as a low-risk overnight activity. All required documentation must be completed before being submitted to the Board for approval. Question asked if attendance levels with get better. Neil explained attendance remains an ongoing concern. Extra-curricular activities appear to have a positive impact, with attendance improving to around 90% participation when these are running. However, events such as Polyfest and poor weather (e.g. rain) negatively impact attendance. There is often a noticeable drop in attendance, with approximately 100 fewer students present on a rainy day. Currently, there is one Attendance Navigator, and significant effort is being made through home visits to support improvement. This remains an area of continued focus. Sporting teams have performed well, with strong student commitment and engagement. Participation in tournaments has provided valuable experiences for students. Increased teacher involvement in sports has been positive. Some impact on teaching and learning has occurred, with both staff and students needing to catch up on work following time away for tournaments.
	Meeting finished at 6.41pm