


STRATEGIC PLAN 2023-25

Kia oho ake te rangatira kei roto – Awakening the leader within



Our MANA values

	Manaakitanga	Atamai	Ngaa Tuumanako	Aronga
ASPIRATIONS	<p>Ngā Tauira</p> <p style="font-size: x-small;">Hei whakaoho ngā moemoea</p> <p style="font-size: x-small;"><i>Our students are inspired to achieve their dreams and aspirations</i></p>	<p>Tū Rangatira</p> <p style="font-size: x-small;"><i>We create a culture of visionary leaders</i></p>	<p>Te Taiao</p> <p style="font-size: x-small;"><i>The cultural and physical environment supports everyone to thrive</i></p>	<p>Partnerships & Relationships</p> <p style="font-size: x-small;"><i>We develop authentic partnerships that support our school</i></p>

Karakia timatanga

He honore, he maungarongo ki runga i te mata o te whenua
 Arohaina ngā teina me ngā tuakana i runga rawa
 E te Atua, manaakitia mātou i roto i tēnei kura
 Ko koe to mātou Kaiwhakaora
 Amine

Hutia te rito

Hutia te rito o te harakeke
 Kei hea te kōmako e kō?
 Kī mai ki ahau
 He aha te mea nui?
 Te mea nui o tenei ao?
 Māku e kī atu ki a koe
 He tangata! He tangata!

Welcome guest

Name: Rebecca McGrath, DP

Organisation: Papakura High School

1. Administration

5:40pm

- 1.1 Present: Michelle Proctor, Jacqui Beazley, Melanie Etana, Simon Craggs, Hola Poteki, Beverley Matamua, Angelitsa Nekelo (online)
- 1.2 Apologies: Tony Kake
- 1.3 Prior Leave Nil
- 1.4 Speaking rights to guests Rebecca McGrath

3. Raising Student Achievement (from GP5.1)

5:54pm

3.1 [Writers Toolbox update \(MCG\)](#)

3.2 Comments and questions

Approx. 18 months ago, the position of a teacher of Literacy was approved by the board to support the raising of our students' literacy through programmes and PLD for staff.

We are still in the early stages but the stats show that use of the Writers Toolbox programme has increased and the increase is growing strongly. Students are using this tool to receive feedback to improve their writing skills. This benefit is not just for English, but across many subjects, up to and including L3 Calculus.

The programme needs to continue as we are still at the beginning stages of this improvement. Teachers who have been on board with this literacy programme from the beginning are now ready to go out and teach other staff.

Another year of growing the team to be able to teach staff would cost approx. \$10,000.00. In order to see the full impact of this programme all students need to have access to a digital device.

This programme has emphasised that although there are many different ways to teach paragraph writing, our students greatly benefit from everyone teaching the same way. The push has been to use this in Junior classes, but senior students would greatly benefit from this when it comes to writing assessments and externals.

From next term, students in Years 9 & 10 will have to bring their own device to school so that there are sufficient loan devices for all senior classes.

The support that Kootuitui give to whānau with the purchase of chromebooks is absolutely invaluable in helping ensure that all students have a device.

Motion to continue the funding of Writers Toolbox.

Moved: Michelle Proctor

Seconded: Jacqui Beazley

Rebecca McGrath left the meeting

1.5 Declarations of Conflicts of Interest nil

1.6 Confirmation of [Minutes of the previous meeting](#)

Motion to confirm that the Minutes are a true and accurate record of the previous meeting

Moved: Michelle Proctor

Seconded: Jacqui Beazley

1.7 Matters Arising - Nil

1.8 Correspondence

1.8.1 [Letter from the MOE re enrolment scheme review](#)

No action necessary as the school is happy with the current zone.

1.8.2 [Update from Mana Inc. regarding Waharoa/Māhau](#)

The question was asked as to whether our taura will be invited to assist with the carving, but so far no information has been provided as to when this could happen.

A progress payment has been made as there is sufficient progress to justify this.

2. Strategic Goals Focus (from GP5.1 Triennial review Process) 5:10pm

2.1 [Annual Plan update and Principal's report](#)

2.2 Comments and questions

Students are now able to participate in rockclimbing. This is once a week after school on Tuesdays. Papakura High School won the A grade badminton competition thanks to one of our Yr 13 students.

We will be using PULSE to monitor students' wellbeing. This is an ongoing survey tool which will make it easier to pick up on trends.

The Year 8 Enrolment Information Evening was a great success. The format this year was a little different as all the departments presented in the hall. As well as staff, the kaitiaki whānau spoke. There were parents present from schools who wouldn't necessarily come to our school and there was some very positive feedback sent after the evening.

The haka competition was a highlight of the term, despite the mixed preparation, as was Samoan Language week.

3. Raising Student Achievement (from GP5.1) 5:20pm

3.3 Funding resolutions

3.3.1 [Dragon Community Trust](#) To purchase 10 x desktop computers \$27,222

Motion to apply to the Dragon Community Trust for \$27,222.00 to purchase ten desktop computers

Moved: Michelle Proctor

Seconded: Jacqui Beazley

3.3.2 [BlueSky Community Trust Ltd](#) To purchase 10 x desktop computers \$27,222

Motion to apply to BlueSky Community Trust for \$27,222.00 to purchase ten desktop computers

Moved: Michelle Proctor

Seconded: Jacqui Beazley

3.3.3 Akarana Community Trust Ltd To purchase 10 x desktop computers \$27,222

Motion to apply to the Akarana Community Trust for \$27,222.00 to purchase ten desktop computers

Moved: Michelle Proctor

Seconded: Jacqui Beazley

The question was asked as to whether there is a Plan B in case the funding is not forthcoming. If any of these applications is unsuccessful, then funding will be sought elsewhere.

4. School Review (from GP5.1)

6:30pm

4.1 Board assurances:

Employment Policy and Equal Employment Opportunities

- Assure the board that the school operates an employment policy that complies with the principle of being a good employer, that the policy (including our equal employment opportunities programme) is available to staff, and that a report on compliance is included in the annual report.

An Equal Opportunities Employment Officer has been appointed, and all appointments are made based on the best person for the job and no other criteria.

Child Protection and Abuse Recognition and Reporting

- Assure the board that the Child Protection policy is in use, is being implemented correctly, and is publicly available. Assure the board that staff are engaged with the Abuse Recognition and Reporting policy, including indicators of abuse and procedures for reporting abuse.

A Child Protection Officer has been appointed to ensure the safety of our students.

Curriculum and Student Achievement Policy

- Assure the board that teaching and learning programmes give effect to foundation curriculum policy statements and national curriculum statements. Assure the board that the school complies with government requirements to teach an average of one hour per day of the following subjects: reading, writing, and maths; or pānui, tuhituhi, and pāngarau.

Both the Maths and English curricula are currently being revised.

Cellphones and Other Personal Digital Devices

- Assure the board that the school does not allow students to use cellphones during school hours, including break times, unless students have been granted an exemption.

5. Policy Review (from GP5.1)

5.1 School Docs (Login: PapakuraHigh, Password: kiarangatira)

[School Docs](#)

No policies to review this month

6. Board Process (from GP5.1)

6:40pm

6.1 Strategic planning review - community consultation

Guidance form NZSBA - [Help for Boards](#)

The strategic plan is coming to the end of its term so the new board will be responsible for creating the new strategic plan.

A meeting was held with Angie from Southern Initiative around obtaining help with community consultation.

There are different methods of creating a new strategic plan, which are time consuming if done thoroughly. One method is co-design, which is a very valuable way of working with the community, but there has to be follow through so that the work done around the consultation is not lost.

The question was raised as to whether the current strategic plan can be used as a basis for the next one so that all the work done previously is not lost. Consultation is a very necessary part of the process but can be a very lengthy process.

There are a lot of different groups within the school, Māori, Samoan, Tongan, Filipino etc who need to be able to offer their opinions.

There was discussion as to how best to do this.

It is probably best to do this at a specific event rather than as part of another event, at least for the initial consultation, or possibly at a number of events at different times to cater for the different availability of whānau, or similar times but different venues.

Three meetings was suggested as a good number with a church, the marae and the school as venues. The current strategic plan could be used as the basis for consultation. But specific methods will work better for different groups.

The first meeting will be at school and then the necessity for further meetings or not will be ascertained, depending on the numbers who attend.

There was a suggestion that it needs to be made clear the reason for a meeting. Some cultures may struggle with presenting brand new ideas, but would rather have suggestions that they can comment on.

The current strategic plan could be the basis for this consultation.

The suggestion was made that Jacqui Beazley will work with Tamara from Kootuitui to facilitate the meetings and Kevin Xu will be asked to MC the events.

This will be held on 2 August here at school.

7. New Initiatives (from GP5.1)

7:15pm

7.1 [Education Act changes](#)

7.2 Comments and questions

Key points are removal of requirements around te Tiriti o Waitangi, the only aim is equitable outcomes.

Attendance will become a mandatory goal.

Requirements around the necessity to teach local curriculum have been removed, along with funding for this.

NELPS have been removed.

The strike notice period has been increased from 3 to 7 days.

Teaching Council processes have been changed in regards to censuring teachers.

Learning outcomes have been reduced to reading, writing and maths and NCEA.

There will be more funding for Charter and Private schools.

8. Compliance Reporting

6:55pm

[Property & Finance](#)

8.1 Property Report

8.2 Comments and questions

There are works happening around the school, the Library weather tightness project is progressing well.

An oak tree (at the back of the school near the gym/kootuitui building) has been scheduled for removal.

8.3 Motion to approve the Property report

Moved; Michelle Proctor

Seconded: Jacqui Beazley

8.4 Health & Safety Report

8.5 Comments and questions

This will be discussed in committee as it contains the names of some people involved.

8.6 Finance

8.6.1 Finance Monthly Report

8.6.1 Summary

Leticia will be spending more of the staff wellbeing fund at the end of the term for a trivial quiz night.

We have lost approx. \$300k of our Gateway funding due to the low numbers of students participating in Trades. Our students find it difficult to get to MIT to take Trades courses. However, we are working towards getting a Trades Academy set up to reclaim this funding.

There is a further \$200k in funding that has already been tagged for use which will reduce the amount of working capital.

9. In Committee Meeting

7:30pm

Resolution to exclude the public

Section 48, Local Government Official Information and Meetings Act 1987

Moved that the exclusion of the public from this section of the proceedings of the meeting is necessary to enable the Board of Trustees to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.

Motion to move in committee

Moved: Presiding Member

Seconded: Jacqui Beazley

Motion to move out of committee

Moved: Presiding Member

Seconded: Jacqui Beazley

10. Meeting Closure

8:30pm

10.1 Comments on meeting procedures and outcomes

10.2 Preparation for next meeting

Karakia whakamutunga

Kia tau, kia tatou kātoa.

Te atawhai o tō tātou ariki, a Ihu Karaiti,

Me te aroha o te Atua,

Me te whiwhingatahitanga ki te wairua tapū

Ake, ake, ake,

Amine

Te Aroha

Te aroha, te whakapono
Me te rangimārie
Tātou, tātou e

He tangata kē koutou e
Engari i tenei wā
Tātou, tātou e

Love lifted me, love lifted me
When no-one but Christ could help
You know love lifted me.....
Me te rangimārie

Meeting Closed: 8:35pm

Next Meeting: 23 July 2025

Meeting actions:

Agenda item	Action	Who	By when	Completed

Meeting Schedule 2025

26 February 2025

26 March 2025

28 May 2025

25 June 2025

23 July 2025

27 August 2025

17 September 2025

22 October 2025

26 November 2025

Signed:  Date: 4/8/25

Presiding member