NAENAE COLLEGE BOARD OF TRUSTEES

Minutes of the Board of Trustees Meeting

Thursday 21 May 2026 at 6.30pm

Present: Kelly Palmer (Presiding Member), Milica Zivanovic (Parent Representative), Hoani Smith (Parent Representative), Arif Ali (Parent Representative), Rebekah Gaffney (Staff Representative), Keira Harrison (Student Representative), Chris Taylor (Principal)

Apologies: Daniel Bowbyes

In attendance: Jackie Schrijvers (Board Secretary)

Welcome
Hoani shared a karakia. Kelly opened the meeting and welcomed those in attendance. Kelly asked the Board members to declare any additional conflicts of interest for the register. None were reported.

Faculty Reports:
Careers
The Head of Faculty reported that the Careers Programme has grown significantly over the past three years. Partnerships with WelTec and Whitireia have expanded from two to three classes, providing increased opportunities for students to access pathways into employment. Student participation continues to grow, with more students expressing an interest in pursuing further study at university.

The Faculty Head reported that working from the current library space is not ideal for a number of reasons. The Presiding Member acknowledged the factors within our control, given the current constraints.The Board agreed to investigate possible remedial options before the new roofing project commences.

It was also noted that the Chamber of Commerce and Whitireia are experiencing funding cuts and are no longer able to provide financial support for the Kura. In addition, enrolments in Trades programmes have declined, which is impacting the availability of work experience opportunities for students.

Action: The Principal agreed to research remedial ideas and costs and will present to the Board at the next meeting.

There was discussion about ways to continue motivating and supporting students in their educational and career aspirations. The Board explored opportunities for students to gain simultaneous qualifications, including an online Kapa Haka programme that could be completed alongside NCEA qualifications, with the potential for students to begin a dual pathway from Year 10.

The importance of Pasifika and Māori university open days was highlighted as a means of broadening students' awareness of tertiary education opportunities. It was noted that the University of Waikato is sponsoring two students, with one student due to commence their studies next year.

The Board emphasised the need to create and promote opportunities for whānau and caregivers to access information that supports and encourages students in their future pathways. A collaborative approach was supported to help ensure students have clear and well supported plans for their future career pathways.

The Presiding Member noted the importance of getting ahead of the upcoming curriculum changes during Terms 3 and 4 to ensure the Kura is well prepared for implementation at the start of 2027.

The need to continue strengthening engagement with the community and fostering a collaborative approach was emphasised. It was also noted that maintaining access to work experience opportunities is crucial, as these experiences enable students to explore a range of future pathways and gain valuable insight into the opportunities available to them. While university remains an important option, students should also be exposed to alternative education, training, and employment pathways.

Guidance

The Head of Faculty Guidance Counsellor and Psychotherapist, brings a wealth of experience in working with and supporting our students. They expressed pride in their team, which responds effectively to the full spectrum of student needs, from minor concerns to critical situations.

The team provides a strong wraparound network of support and works collaboratively with appropriate external agencies to ensure students receive the care and assistance they need.

The Board has invested in a case management system, which has improved consistency in record-keeping and case management processes.

The importance of having the right people working alongside our students was emphasised. Staff are well connected to the community and are committed to supporting young people. They understand the needs of our students, build strong relationships, and are dedicated to helping them succeed.

The team reported that their primary challenge is the increasing complexity of student needs, which can at times place significant demands on staff and feel overwhelming. Despite these challenges, the team remains committed to providing high-quality support to students and their whānau.

The Board asked the Guidance Counsellor how it could best support the team's wellbeing. In response, it was noted that continued support for the Principal is essential. The Principal was described as a key source of guidance and support for the team, and it was acknowledged that the team's success is strengthened by his leadership and commitment.

The Presiding Member extended a personal thank you to Kamaia and, on behalf of the Board, acknowledged her mahi and the care and support provided to our students.

There was discussion regarding the Faculty Head attending a guidance conference later in the year, with encouragement also for the wider team to pursue professional development opportunities to further enhance their knowledge. The Board recognised the importance of investing in guidance and pastoral support to benefit the Kura and its students.

It was noted that the Guidance team would like to see the weights room reinstated within the gym to support staff wellbeing and encourage physical activity, reflecting the principle of "healthy body, healthy mind."

<u>Science</u>
The Science department was acknowledged as a strong and effective team within the Kura, with course outcomes showing significant improvement. The department was described as inclusive and committed to supporting all students.

It was noted that a strong proportion of Year 11 students are choosing Science and continuing with the subject, which is seen as very encouraging. Class sizes are large, with high levels of student engagement, the department is achieving positive results. Credit attainment is particularly strong.

The department is now more coherent, with a clearer focus on consistent lesson delivery. There has been a shift in teaching practice, with greater emphasis on responding to student voice and feedback.

Students have said they prefer topics that run for four to five weeks, as longer units can affect their engagement. In response, programmes have been adjusted to help keep students interested and engaged.

The team identified that Māori students are currently facing challenges in their learning progress. It was noted that upcoming curriculum changes may add further complexity. The team noted they will find a way to make it work.

The new curriculum is expected to place additional pressure on available learning spaces, reinforcing the need for a dedicated laboratory. The team remains committed to adapting and will work to ensure delivery continues effectively within the available resources.

Milica commented that it was encouraging to hear the discussions about teaching practice and the requirements for improved delivery. She noted that the team is actively thinking about how to enhance teaching and make improvements that work in practice, which was acknowledged as truly amazing.

It was noted that the care provided by the Faculty Heads is enriching, there is a strong emphasis on the wellbeing of students.

The Presiding Member asked about the number of students pursuing further study in the sciences and whether many are progressing to university.

It was noted that quite a few students are focused on the University of Otago, particularly in health sciences, as well as engineering at the University of Canterbury. There is also growing interest in health sciences pathways, including nursing. Overall, students are choosing a wide range of tertiary study options, reflecting their different interests and goals.

The department is looking at more engaging real-world contexts for learning, including how mobile phones work, to help make learning more interesting and relevant for students.

Principal's Report

The Principal invited questions or comments on his report. A positive 'shout out' was given regarding the Homework Club, which is proving to be successful. It was noted that students are engaging well and enjoying the programme, with a positive and supportive culture building.

The Presiding Member stated that the Super Night was impressive and expressed support for increasing opportunities for similar events in the future.

The Principal noted that a significant amount of change is forthcoming. It was acknowledged that the Board may not meet all implementation timelines and will need to accept and manage this accordingly. A Board member noted that they were reassured by the acknowledgement that not all curriculum timelines may be met.

The Principal noted that from next year a new digital tool will need to be used. He raised concerns about the risk of staff burnout given the ongoing changes, while also acknowledging the Ministry of Education's requirements for implementing the new curriculum by 2027.

It was noted that the pace and scale of change will require careful management to support staff wellbeing and sustain implementation.

The Presiding Member affirmed the Board's support for the Principal.

The Principal noted that implementing the required timeline will be challenging and identified this as a key focus for the remainder of the year. A specific focus has been set on improving attendance, with a small target established in this area.

It was noted that the KAMAR system uses a red, orange, yellow and green framework on a term-by-term basis. This system is intended to support improvements in attendance data and contribute to lifting overall attendance rates.

Review Policy

It was noted that a template needs to be developed to outline what this process will look like. The current Policies and Procedures landing page directs users to School Docs, and any future approach will need to align with these requirements. It was also noted that the Board is legally required to review all policies.

It was noted that within the School Docs policy platform, only specified sections can be edited behind the public-facing landing page.

Board members can review policies, suggest amendments, and confirm their agreement through the system. It was noted that the process is straightforward and allows members to easily access and provide comments or feedback.

The Principal suggests the Board asks specific questions in the proposed meeting on Saturday 20 June 2026 meeting.

The Board moved to accept the Principal's May 2026 report.
<u>C Taylor / M Zivanovic</u>

<u>Staff Representative's Report</u>
The Senior Leadership Team reported a change to the bathroom pass system, including the introduction of a list identifying students who are not permitted bathroom passes for a one-week period. The Staff Representative acknowledged and thanked the SLT for this approach and expressed confidence that it will have a positive impact.

The Board moved to accept the Staff Representatives' Report.
<u>R Gaffney / H Smith</u>

<u>Student Representative's Report</u>
The Student Representative reported that it had been a busy start to Term 2. They noted that attendance at the NCEA information evenings was lower than expected.

It was further reported that the Student Council is now established, with the first meeting scheduled for next week. Sports participation is going well, including the formation of a girls' rugby team comprising players from Naenae College, Hutt Valley High School, and Taita College.

The Student Representative also shared positive feedback from students about the Homework Club, which is being well received. The Teacher versus Prefects sports games were also enjoyed and well supported by students.

It was noted that bathroom facilities remain a work in progress. The introduction and tightening of bathroom pass procedures was acknowledged as a positive development.

The Board accepts the Student Representative's Report.
<u>K Harrison / R Gaffney</u>

Sub Committee Reports

Resource Committee

The Resource Committee reported discussions relating to finance, property, and associated matters. It was noted that the school no longer uses AFS accounting and is currently developing its own template.

An update was provided on property matters, with the Principal noting that any related decisions will require Board approval.

It was noted that Ruruku project managers have been engaged to collaborate with the school and the Ministry. They have presented a fee proposal in relation to the wider roofing project and the associated five-year plan.

The Principal moved that Ruruku be accepted as the preferred provider for the wider roofing project and the five-year plan. The motion was passed.

The Principal moved that the term deposit due to expire not be rolled over and instead be transferred to operating funding. The motion was passed.

It was noted that engagement with iwi should be initiated to open discussions regarding planning for a potential mārae rebuild. The Presiding Member expressed support for this as an excellent idea.

Note and accept.

Health and Safety Committee

It was noted that the process is going well, with injuries being appropriately logged, which was viewed positively. The risk register is also being maintained effectively.

Action: The Principal will present at the July Board Meeting.

General Business

It was discussed that fire drills will be held, including one in Term 4. The Principal moved that this be approved and the motion was carried.

Minutes of the Previous Meeting

The Board approved the Minutes of the May 2026 meeting.
K Palmer / C Taylor

Correspondence

There was no correspondence for discussion.

The Committee moved into PEB at 9.07pm.

The Committee Moved out of PEB at 10pm.

Hoani closed the meeting with Karakia at 10.10pm.

Signed: ____________________ Date: 29/6/26.