



Kelston and van Asch Deaf Education Centres

Minutes of the Combined Board of Trustees Extraordinary meeting held on 23 June, 2017, commencing at 9.30am, Wellington Airport Conference Centre, Sunderland Room

Present: Rachel Douglas (Chairperson), Bernie Mulcahy-Bouwman, Tom Purvis, Crystal Skinley, David McKee, Krista Clifford, Merran Gwyndell, Ratu Ratu, Rachel Coppage, Cha'nel Kaa-Luke, Tuhoi Henry

Apologies:

Secretary: Jill Le Prou

Interpreters: Jenn Gilbert, Rachel Tate

In Attendance: Chris France, Helen Mackay

WELCOME

Rachel Douglas welcomed everyone to the meeting.

This meeting is a little different to usual as we are focusing on sustainability of the Centres.

APOLOGIES

Nil

CONFLICTS OF INTEREST

Nil

BOARD TRAINING WITH CHRIS FRANCE

All Board decisions should be arising out of the Mission Statement and four goals.

We have more than Board, Principals, Satellite Units, School, Regional and ASSIST.

- Visibility to the community
- Variety of Stakeholders

Some food for thought:

- All international research says 8 people is the perfect size for a Board. 12 takes twice as long to debate a topic and hear from everyone.
- The Board is able to propose to the Ministry of Education a change to the Constitution if the current setup is not working.
- Could we go back to separate Boards? Under the present environment the intention could be National Structure.
- How do we make ourselves open to our stakeholders so they can attend the meetings?
- Need to be more strategic and more proactive around the Board role than a normal school.
- This Board is responsible for more than 2,000 students and will never see most of these students. Very rarely discussing an individual student. Normally a cohort of students. The Board's job is at a high level.

We have a challenge to create an environment over the next 5 years to ensure the data is collected and the systems put in place for improved visibility to the community and all stakeholders.

How do we lift the focus to be on the strategic priorities?

- The Principals need to bring to the Board an Action Plan for the Board to check on at each meeting to see what steps need to be taken next, what is working, what is now completed, etc.
- Strategic Priorities from the Charter – best Chris has seen in a long time. Need to make sure we are owning these as a board.
- Put Mission/Vision page with diagram from Charter in Agenda for each meeting.

Mission, Vision, Goals, Action Plan – all first in the Charter.

Keep things visual:

- Really helpful for Deaf Trustees. Visual, flow charts, etc, clearer for all Trustees.

Key Messages

1. Principal's Reports hugely important at Board meetings. Need to develop a common format for this reporting. To keep the strategic priorities as the focus
2. Feel free to review the Principal's report often and rework it if necessary. This should be constructive analysis. What worked in this report and what didn't? Need a report that works for this particular Board. Graphics – important. At the top of every page put the Goal.
3. The Board will use Policies. You need a handbook of rules. Need to have a clean, tight set of Policies at a high level that set expectations.
4. Policies in one hand and Charter in the other.

Next meeting will look at Policy model.

Could look at making a video about the Charter and other important documents for future Trustees (both Parents, Staff and Students). Could also make this relevant for parents out in the community.

The Principals will speak to Roisin around this and getting it started.

[Cha'nel Kaa-Luke left the meeting at 12.00pm]

ELECTION OF DEPUTY CHAIR

Rachel will be looking at taking a Leave of Absence for Term 4.

Ratu Ratu nominated David McKee, seconded by Crystal.

David McKee accepted the nomination.

David McKee nominated Crystal Skinley, seconded by Merran.

Crystal accepted the nomination.

Krista nominated Ratu Ratu.

Ratu does not accept the nomination due to time constraints.

David McKee was voted in unanimously.

David McKee was elected as the Deputy Chair until the end of 2017.

A discussion took place that David McKee be elected as Deputy Chair until the end of the year and if at any time Rachel Douglas was on leave then David would step up as Chair and Crystal would step up as Deputy Chair. This is part of succession planning for the Board.

BOARD INTERNAL COMMUNICATION

How do we have conversations about things outside of the Board meetings, particularly in-committee conversations. Emails are difficult – risk of it being sent to the wrong people, issues of things being attached that shouldn't be, is it reply all or not, etc.

There is an app called Slack that is good for this. There are several others out there as well.

The Board have agreed to try "Slack". Crystal will set up a group and invite members to it.

Helen Mackay, Tom Purvis and Bernie Mulcahy-Bouwman left the meeting at 1.15pm.

In-Committee at 1.15pm

Crystal Skinley / Ratu Ratu
CARRIED

Chris France was invited to stay in the meeting to offer guidance.

Out of Committee at 1.33pm

Crystal Skinley / Krista Clifford
CARRIED

Tom Purvis, Bernie Mulcahy-Bouwman, Helen Mackay returned to the meeting at 1.34pm

Sally Jackson and Heather Mackie from the Ministry of Education arrived at 1.34pm.

MOE PRESENTATION ON 'OUTCOME OF LEARNING SUPPORT'

Special Education Service is now ***Learning Support***.

David Wales is the Director of Learning Support.

Big internal change for the MOE. All the Senior Roles previously under Special Education both nationally and in the regions all have new people in them.

Have been focusing on trying a way of working that would bring us alongside developments happening in Schools and COLs.

Learning Support: Services and Supports (chart) was tabled.

This is a working document. We can feed back to Heather Mackie if we believe there are changes to be made to the document.

A document on 'Strengthening Inclusion and Modernising Learning Support' was also tabled.

Philosophically - Schools and Communities of Learning Kahui Ako are responsible for the educational achievements of all children and young people, with support from the Ministry of Education and other education agencies and organisations. The Government's vision is for a sustainable, integrated, fit-for-purpose and inclusive education system that puts the progress and success for all children and young people at the heart of teaching and learning.

The Board asked how National Boards and their schools would fit into the CoL model. Sally responded that this is an important question and they have begun exploring this at the Sensory Schools meeting with the Principals. It is also an important question for Te Kura and the Health Schools.

Helen Mackay, Heather Mackie and Sally Jackson left the meeting at 2.26pm.

In-Committee at 2.30pm

Crystal Skinley / Ratu Ratu
CARRIED

Out of Committee at 4.10pm

David McKee / Rachel Coppage
CARRIED

FINANCE REPORTS

Document Tabled

This is for the Board to read and give feedback on.

Rachel C away 6-19 July
David McKee away 27 June – 8 July

Meeting finished at: 4.15pm

Next Meeting: Friday 28 July, 2017, at KDEC

ACTIONS:



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Rachel Douglas
Chairperson
Board of Trustees

28-7-2017
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Date