



Board of Trustees Meeting Minutes 13 June 2023

Meeting Start Time: 4pm in the staffroom

Present: Steve Drury, Katherine Pascoe, Jake Morgan,
Ben Gibson, Daisy Docherty, Murray Barclay and Laureen Morgan

Apologies: Andrea Fitness

Minutes of the previous meeting:

Motion: That the Minutes of the Meeting held on 9 May 2023 are accepted as a true and correct record.

Moved: Katherine Pascoe

Seconded: Murray Barclay

CARRIED

Matters arising from previous minutes:

None

CORRESPONDENCE:

Inwards:

- ESOL Report

Outwards:

-

Motion: That the Inwards Correspondence is received and Outwards Correspondence is ratified

Moved: Daisy Docherty

Seconded: Murray Barclay

CARRIED

Rhonda Beet shared her role in the Kahui Ako and information on new curriculum refresh pathway.

The Ministry is giving PD funding to schools for the curriculum refresh -1st one we have had and it was the TOD about understanding the refresh pathway.

The refreshed curriculum content is being developed and released in phases, and schools and kura will have until the beginning of 2027 to start using the fully refreshed curriculum.

Social Science curriculum is completed

English and Maths/Statistics released in May this year

Science, Technology and Arts 2024

Learning Languages, Health and Physical Education 2025

Understand, Know, Do is the consistent language through each curriculum area.

Understand – is that big enduring idea that connects students to their learning - understanding the big ideas

Know – they explore the context

Do – this is the outcome, or the convention. Do's are interwoven with the Understand and

Know – using critical practices

PRINCIPALS REPORT

Joanna Blake has done an excellent job of getting a team together and getting the library sorted. We will open our Library in Week 1 next term.

Teachers are busy testing and completing reports at the moment and look forward to sharing these with parents at the end of the term at the parent/teacher conferences

1 Stewardship

(BOT GOALS 1 TO 6 / NAG 2, 3, 4, 5 and 6)

To have a highly effective Board of Trustees that will work with the Principal. To ensure smooth running of the school and fully support the Principal.

Finance Report

Please see Team drive.

With classes doing fundraising for trips are students seeing any of the grant (\$150 before tax) per child? Yes, they are through trips subsidies trips -fund raising tops up more expensive trip, photocopying, other miscellaneous activities.

\$17500 was raised through run a thon

Motion: That the finance report be accepted

Moved: Ben Gibson

Seconded: Jake Morgan

CARRIED

Finance Repayment to Ministry

Payments continue to be made as per schedule.

Auditors were in from 29th-31st of May.

Annual report will be published once received.

Property

Water blasting taking place on ramps which are slippery

Masterplan- Awaiting an update

Q Building have been in, making adjustments to the hand rails.

Cyclic Maintenance to be approved- Please see this supplied in drive.

Motion: That the changes in cyclic maintenance be approved

Moved: Ben Gibson

Seconded: Katherine Pascoe

CARRIED

Health and Safety

Leaks in Area 10, Area 10 girls' toilets and Area 17- Ridge flashings work should start soon.

Leak in Women's toilets caused by flooding- Murray is following this up with an insurance claim with the Ministry, currently with Brad the builder.

Evacuation Procedures

Fire drill took place this term. A lockdown and earthquake/ tsunami drill will take place at the end of this week.

Issues from the register (available at meeting)

One of the staff took a fall on the slippery ramp leading up to area 18. This has been recorded in our Accident book and written up in the hazards register. Action taken.

A child with a heart condition (racing heart) had an episode, the ambulance was called and safety plan in place followed. The office staff dealing with this were fantastic.

Question asked:

*When did we last look at our risk assessments? **Katherine will check and report at the next BOT meeting.***

12 months between checks is more preferable than longer period reviews/checks.

Term Dates 2024

Recommendation:

- Teacher Only Day (TOD) on Wednesday 31st of January
- Start date for the children on Thursday 1st of February
- Finishing the year on Tuesday 17th of December.

Term dates set by Ministry

Motion: That the above dates be accepted for 2024

Moved: Jake Morgan

Seconded: Daisy Docherty

CARRIED

2. Leadership for Equity

(BOT GOALS 1 TO 6 / NAG 2 and 3)

To have highly effective leadership practices which have a significant impact on the collective goal of achieving equity and excellence for student outcomes.

Staffing: 22.8

Roll: Grading Roll: 426

End of	Feb	March	May	June	August	Sept	Oct	Nov	Dec
2023	391	401	406	417					
2022	398	398	410	412	429	435	453	455	457
2021	403	407	414	418	427	429	429	434	434
2020	375	378	385	398	420	427	435	442	442
2019	342	346	356	361	371	381	395	398	403
2018	345	352	359	369	377	386	389	393	397
2017	314	319	333	339	365	366	373	381	384
2016	302	307	324	329	340	344	345	348	349
2015	278	283	289	299	302	317	322	331	332

Number of International Students: 0 currently, potentially 29 in Term 3 for approximately 4 weeks.

3. Educationally Powerful Connections and Relationships

(BOT GOAL 5 / NAG 2 and 5)

To establish and develop educationally powerful connections with parents, whanau and the wider community in order to positively influence the development, learning and well-being of our students.

Reviews for this Term

Education Outside the Classroom (EOTC) -please see Principal's report.

- RAMs forms for camp can be shared for camp
- Katherine explained the checks we do for EOTC

Assurances

Digital Technology and Cybersafety

The Digital Technology and Cyber Safety policies and procedures are being implemented

correctly and the school holds copies of signed digital use agreements for all staff and students, as required.

Computer Security and Cybersecurity

Computer security and cybersecurity systems are reviewed and up to date.

Student Attendance

Student absences are correctly recorded, monitored, and followed up.

Report on any annual targets for student attendance.

Health Education

The survey is below for approval for the 2-yearly community consultation about how the health curriculum is implemented. The board must adopt a statement about the delivery of the health curriculum for

the next two years and share this with the school community.

Child Protection

The Child Protection policy is in use, being implemented correctly, and is publicly available.

Abuse Recognition and Reporting

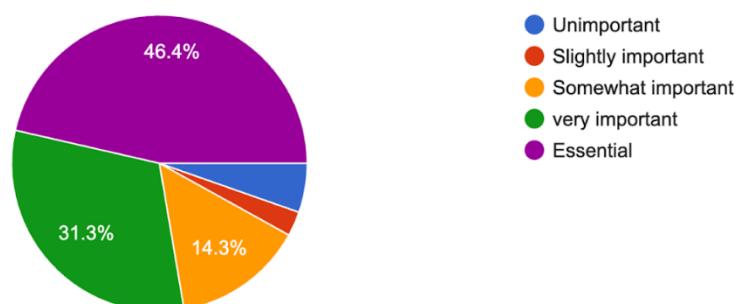
Staff are engaged with the Abuse Recognition and Reporting policy, including indicators of abuse and procedures for reporting abuse

Health Survey Results 2023

We had about a quarter of the school respond

Health Education: Please indicate how important you think Health Education is in the school curriculum.

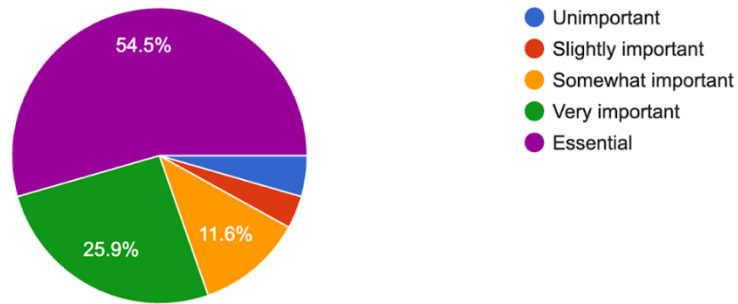
112 responses



Important: 2.7 % Unimportant: 5.4 %

Mental Health: e.g: identity, peer pressure, coping with feelings, anxiety, depression. Please indicate below how important you think mental health is in the school curriculum.

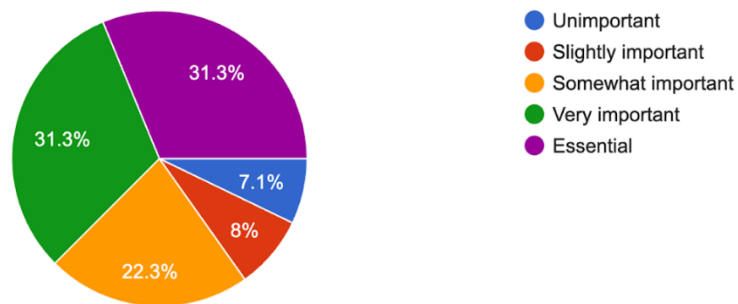
112 responses



Slightly Important: 3.6% Unimportant: 4.5 %

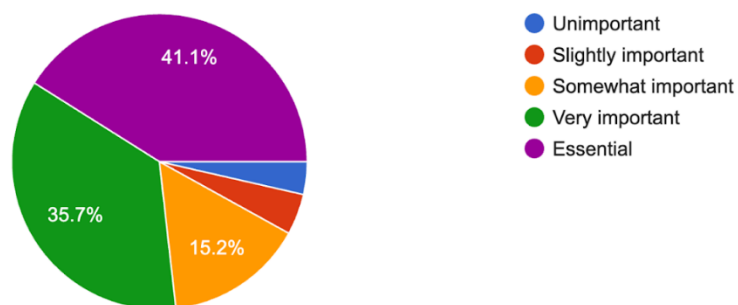
Body Care/Hygiene: Please indicate below how important you think body care and personal hygiene are in the school curriculum.

112 responses



Friendships and Belonging: Please indicate below how important friendships, belonging, and different types of relationships are?

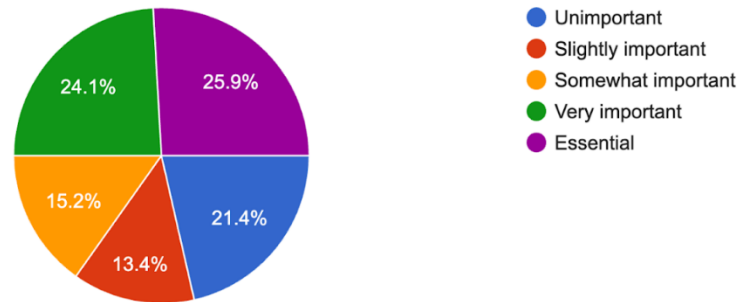
112 responses



Slightly Important 4.5% Unimportant 3.6%

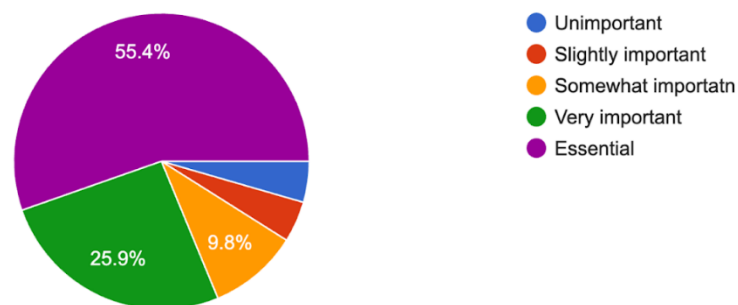
Stereotypes and Norms: Please indicate below how important you think understanding personal identities is and how they differ. e.g: gender stereotypes, different types of relationships.

112 responses



Keeping ourselves safe: e.g body parts, safe and unsafe touching. Please indicate below how important you think keeping ourselves safe is in the school curriculum.

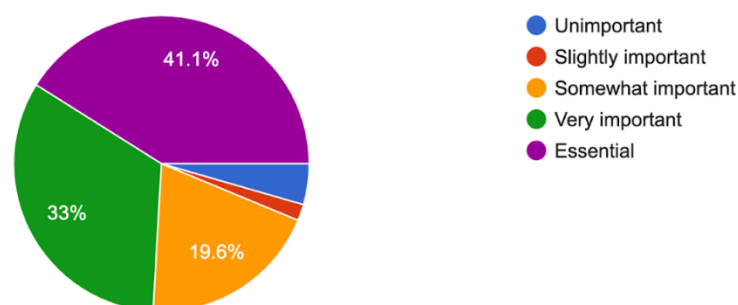
112 responses



Slightly Important: 4.5% Unimportant: 4.5%

Pubertal change and growth (Year 5&6 with parental permission). Please indicate below how important you think teaching our senior school stu...to expect and how to care for our changing bodies.

112 responses



Slightly Important: 1.8% Unimportant: 4.5%,

Summary:

Over 80% of parents find teaching Health Education somewhat important, very important or essential.

89 % of parents find teaching Mental Health somewhat important, very important or essential.
Important.

85% of parents find Body care/ Hygiene somewhat important, very important or essential.

92% of parents find Friendships and Belonging somewhat important, very important or essential.

65% of parents find Stereotypes and Norms somewhat important, very important or essential.

87% of parents find Personal Hygiene somewhat important, very important or essential.

91% of parents find Keeping Ourselves safe is somewhat important, very important or essential.

Next steps/ Recommendations from Senior Leadership Team:

- Continue with Life Education bi-annually which covers Healthy eating, and body parts.
- Continue teaching the Kia Kaha programme (anti-bullying and being a good friend) bi-annually and the Keeping Ourselves Safe programme which teaches where to go for help, appropriate and inappropriate touching, body parts and support.
- A contextual curriculum approach towards
- A varied and developmental PE and sports programme.
- Opportunities for a variety of after-school sports.
- Year 6 girls talk about pubertal change towards the end of the year.
- Teachers in our school have class discussions about hygiene including the importance of keeping our bodies clean e.g. Having a bath/shower, wearing deodorant (where necessary) and changing our clothes.
- Discussions do come up naturally about different types of relationships within child discussions, these are usually answered simply or referred back to children to follow up with parents.
- **Friendship and Belonging** are explicitly taught at the beginning of each year and periodically as needed. We also facilitate our school values to teach friendship and belonging.

Motion: That the recommendations from the health survey be accepted

Moved: Ben Gibson

Seconded: Daisy Docherty

CARRIED

Connecting with Iwi

Hone Heke Rankin from Cultural Flow has two staff meetings booked with us next term. His sessions, looking at Te Aho Maori through a middle leadership lens continues. He has met with our core group of students about what they want to see and hear in our school and we are actioning this with one of his workers Huia to create our school whakatoki, waiata and haka.

4. Responsive Curriculum, effective curriculum and opportunities to learn.

(BOT GOALS 1 TO 4 / NAG 5)

To provide high quality education outcomes for our students by enabling a breadth and depth of learning opportunities at school.

Strategic Planning Update – see Principals report

End of this year will need to do the strategic plan for the next 3 years

ICT Report

Currently, Mr Hamish Ross is leading the Digital learning within our school.

The major parts of this role are liaising with our ICT support provider Entity regarding any digital communication issues, setting up new teacher laptops, and making sure the network is firing on all cylinders. Another part is dealing with staff and student digital issues. There is a system in place for doing this. Hamish has continued working on implementing HERO our Classroom Management system into the school and finding new ways to increase the use of this product. He has also been working with N4L to get a complete system update which will be happening on the 21st-22nd of June. We are one of only a few schools in Auckland to get the complete network upgrade.

Hamish also applied for funding through the PLD fund which we were successful in getting 100 free hours. We are working with Digital Circus with Dani Jolly as our consultant. This is helping grow the use of digital devices and Digital Programmes and the use of new digital tools in Tui, Kea and Weka.

We have also moved our library system to be online which will mean that all children will be able to access the information for the library and see what books etc are available in the library and then reserve books based on what they see. Teachers will also be able to use their own laptops to return, issue and save books.

We have also added the Hapara and Hapara filter. Hapara is used to see what students are using their Gmail accounts and google drives for plus teachers are able to share work with the children. The Hapara filter is in place for teachers and the SLT to see if there are children trying to access things they shouldn't be, emails being sent with sensitive content and also has the capability to blur images and black words that we do not want children to see.

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Next Steps: (Some of which are already beginning).

Continuing to look at how we grow the use of Hero in our schools in terms of reporting to parents, Children being able to use it and also making it more user-friendly for our teachers.

Entity and Hamish continue to find new ways to make our site more capable with the increase of digital devices.

We are looking at new ways to get more children to bring devices into school. We have set up a rapport with Noel Leeming's and are looking at running an event where people can purchase devices through them.

Continued teaching of programmes that help students learn creatively.

Hamish is in the process of applying for a grant that is worth \$20,000 dollars and we would be getting 20 new iPads if successful.

Robotics: looking at trialling Lego Spike Prime supplied by Entity in a Year 5-6 class. Area 10 did this today and students thoroughly enjoyed it

STUDENTS OF CONCERN

None

Lego club going well

5. Professional capability and collective capacity

(BOT GOAL 4 / NAG 1 and 2)

To ensure that teachers are continuously engaged in professional learning that increases their knowledge and develops their adaptive expertise.

Curriculum Refresh

See in the Strategic plan update.

Induction Programme

2023 programme is not in play this term as no new staff this term.

Professional Development update

Literacy

The Code workshop took place on the 2nd of June. This learning has really helped support our Year 3-6 teachers as they consolidate this learning in classrooms.

Aotearoa Histories Curriculum

Working on embedding this learning in our localised context-based curriculum.

Digital Learning

“Digital Circus “modelling lessons in classes continues and exploration is happening as evidenced in planning and Team minutes.

Leadership Training

Hone Heke Rankin continues to deliver this with our Team Leaders through a Te Ao Maori Lens.

Principal’s PD

Principal’s Conference “Redefining Leadership” Queenstown 11th-13 September- Booked Engaged Stuart Meyers to do Principal’s Appraisal from Term 3 2023 to end of Term 2 2024.

Community Outreach

Oranga Tamariki advisory panel
Women’s refuge governance- current board chair
RTLIT panel
MAC- Maori Achievement Challenge
Continuing for 2023. Conference in October, Laureen Debbie and myself booked to go.

2023 Te Ahu o te Reo Māori Programme

Lots of learning and discussion about learning happening amongst the staff. We have had the weekend session and two sessions in the evenings and homework!

Kahui Ako

Rhonda Beet- Across School Leader: Future Ready Team
Cindi Meyer- Assessment
Jo Blake- Wellbeing/ Resilience Project.

NZEI

Teachers have accepted their offer; the negotiating team is now going into work on the Principal’s offer.

Professional Growth Cycle

Teachers are all completing Professional Growth cycles as part of their ongoing learning this year as well as ongoing professional development in Te Reo Maori and the Treaty partnership provided by Cultural Flow and MAC.

6. Evaluation, inquiry and knowledge building for improvement and innovation.

(BOT GOAL 4 / NAG 1 and 2)

BOT ensures that evaluation, inquiry and knowledge building processes are purposeful and focus on specific areas of impact.

See strategic plan under goal 4

7. Staff Report/ Student Report

- Trivial Pursuit night later this term on Friday week 9
- The Runathon fundraiser cleared approximately 17.5 K.
- Thanks to the Board for the staff flu jabs last month.
- Staff member on extended sick Leave - ACC. Gemma Martens has taken over this class for the remainder of the year and when the staff member returns they will take the new entrant room.
- The new YO room will go ahead in the Nikau Room. If Lou Boot is cleared to return to work, this will be her room. Linda Barclay is set up to take the room as a relief teacher if Lou Boot is unable to return.
- Our Cultural Day was a big success earlier this term which was a student council initiative.
- Our Library is coming together and looking fabulous thanks to Jo Blake and her team.
- We are looking into hosting a breakfast club for our students that need it starting next term. Volunteers will run this. Some filtering may be needed where students turn up as a “day care”. The children will get weetbix/milk. We have a source for donated fruit which students can take as they leave.
- The Rippa Rugby team have been in teaching our students.
- We have started a new Sports Newsletter which will go out at the end of each term
- Early Adventures Kindy have been in visiting
- We have plans in place to celebrate Matariki this term. Actual statutory holiday is included in the July school holidays.

8. General Business/ Points for discussion.

Rhonda (spoke at the beginning of the meeting)

PTA – Do we get an update from the PTA?

- Main discussion was about the trivial pursuit evening they are organizing as well as beginnings of end of year BBQ organization.

BOT function before end of the year

Container leaves by end of the term 😊

Jo Blakes whose leave (7 weeks) which was approved by BOT previously– Kelly Fearon will be the relief teacher

Motion: That the principal report be accepted

Moved: Katherine Pascoe

Seconded: Ben Gibson

CARRIED

Next meeting: Tuesday 1 August

The meeting was declared closed at 4.59pm.

Further Meeting Dates 2023

- 5 September
- 24 October
- 28 November