

OREWA NORTH PRIMARY SCHOOL
BOARD OF TRUSTEES
MINUTES OF MEETING HELD 6th August 2019

Present: Jessica Ashley, Steve Drury, Katherine Pascoe, Andrea Fitness, Jake Morgan, Andrea Dunn, Murray Barclay and Karen Sturley.

Apologies: None

Guest: Laureen Morgan.

Conflict of Interest: None.

Mid Year Analysis Report

Laureen presented the report to the board.

Mid-year analysis for academic achievement this year is on writing, reading and maths.

Writing

Writing at the end of 2018 was 75.9% at or above. We are already at 76.5% at or above; already higher than the end of last year.

We had 15 students below in writing and 9 are now at.

Reading

The data we had at the end of last year was not showing an accurate picture of reading. Laureen asked teachers what they were testing on and discovered that they were using different books and questions which was not giving an accurate picture.

It was decided that this year we would move to PM assessments as the books and questions are the same across the levels.

In the year 2 cohort we had 17 below and now 7 of these students are at the level they should be. This is a significant achievement.

Maths

The maths target of 80% we were happy to keep from last year and we are already on track at 80.3%.

We are tracking our year 4 and year 6 cohort. Strategies we have put in place seem to be working well. The year 4 group showing a marked improvement.

- Our data is taken from year 1 up (year 0 are not included).
- We report on different ethnicities including Maori, Pasifika and Asian and also gender, female/male.
- Teams are tracking priority children and the senior leadership talk about these students at each meeting.
- Katherine has taken a boys group from year 4 this year for writing; this seems to be working well.
- Our totals include diverse learners.

The board discussed the mid-year analysis.

Andrea asked about the mid-year reports which are based on attitude and effort and asked whether parents are engaging with this.

It was noted that at conferences the teachers were seeing parents whose children were doing well and the students of concern were the ones not coming to conferences.

The board would like to put steps in place to ask parents who the teachers really need to see to make appointments for conference perhaps via the report that is sent home.

This is something that will be looked into for next year.

Steve asked whether we can also track students who are above the level they should be at as well. These students should be recognised.

This is something we will be looking at with the professional development we are currently undertaking on Gifted and Talented students.

The board thanked Laureen for the work she has put into collating and writing the report.

Laureen left the meeting at 8pm.

Minutes of the previous meeting:

39/19

Pascoe/Fitness

That the Minutes of the Meeting held on 18th June 2019 are accepted as a true and correct record.

CARRIED

Matters arising from previous minutes: None.

CORRESPONDENCE:

Inwards:

1. Principals action from NZEI

Outwards:

1. 1st July roll return sent to MOE.
2. 0.2 beginner teacher allowance has been sent to the Ministry.
3. PCBU has been added to the Board induction book.
4. Civil defence were contacted and have replied to say that we do not have to have a stock of food or water on site for a civil defence emergency.

40/19

Barclay/Fitness

That the Inward correspondence is received and the Outward correspondence is ratified.

CARRIED

PRINCIPALS REPORT

International Students are going well. We have had one behavioural issue with an international student. We have asked the parents to keep him off school for a few days and he will not be able to return unless an teacher aide is in place to work with him. The parents did not want to pay for a teacher aide so decided to withdraw him.

DOMAIN 1 - Stewardship

(BOT Goals 1 to 6/ NAG 2,3,4,5 and 6)

Strategic Plan/Self-Review

Statutory Requirements

Finance

The Profit & Loss Budget Analysis and Cashflow reports were discussed by the Board.

41/19

Barclay/Ashley

That the finance report be accepted.

CARRIED

Fundraising

Dana and Andrea are underway with preparations for the fun run.

Property

- Nick is looking at the 10 year property plan.
- Darryl will put the korus into the front garden – weather has been too wet to do this.
- We are waiting on mulch to arrive for the gardens.
- We are looking at costs and viability of putting a path through from the staffroom to the rotunda. A lot of children cut through this area and it is very wet and muddy.

The plans for renovations on Areas 1,2 & 3 were discussed at the last meeting.

42/19

Ashley/Barclay

That the property plans for Areas 1,2 &3 be approved to go ahead.

CARRIED

Health & Safety

We have had a broken arm and ankle last term. These have been recorded. Darryl will be getting more bark to put into the playgrounds.

We had an incident with a scooter vs pedestrian, this was followed up and the children have been told again that there is no riding bikes or scooters in the school grounds.

Evacuation practice this term will be for a Tsunami.

There was a discussion around the bus bay again and U-turns.

Discussion was held on what age children should be cycling to school on their own (in light of the recent article in the Herald) and whether we should be looking at the children getting a bike licence before they come on their own.

Issues from the register

New lights have been fitted between Area 12 &13. The fence in the junior playground has been fixed.

DOMAIN 2 – Leadership for equity and excellence

(BOT Goals 1 to 6 / NAG 2 and 3)

The roll is currently at 371 plus 44 International Students.

The board discussed the roll and out of zone enrolments and decided to leave as is.

Conflict of Interest Register

None to report at this meeting.

Assurance

Katherine went through these with the board as per the Principal's report.

DOMAIN 3 – Educationally powerful connections and relationships

(BOT Goal 5 / NAG 2 and 5)

Reviews for this term:

Performance Management Policy

Health, Safety and Welfare Policy

As per Principal's report.

DOMAIN 4 – Responsive curriculum, effective teaching and opportunities to learn

(BOT Goals 1 to 4/NAG 5)

Strategic Plan/Self-Review

Laureen presented the mid-year analysis at the beginning of the meeting.

43/19

Fitness/Barclay

That the mid-year analysis for 2019 be accepted.

CARRIED

Focus Areas

Kereru: Play based learning

Piwakawaka: Performance/Plays/Arts

Tui : Forces

Weka: Healthy food and eating.

School Activities

- Ucan2 ballroom dancing Yr 5/6's. The children take this very seriously and enjoy doing this.
- Fun Run to be held later in the term.
- International Students going well, not too many issues.
- The Yr 1-4 students ran their cross country today. We were very impressed with the turnout of parents to watch. It was good to see the whole school doing cross country again. The top 3 placings in the Yr 5/6 will run in the inter school cross country.
- The inter school hockey team are playing in the school competition.

Students of Concern

We went in committee at 8:30pm.

We came out of in committee at 8:40pm.

DOMAIN 5 – Professional capability and collective capacity

(BOT Goal 4 / NAG 1 and 2).

Professional Development

We are currently having professional development re Gifted and Talented students.

Katherine stressed to the board the importance of professional development and staying up to date as previously we only had pockets of teachers doing things but it is important that the whole staff get professional development. She has advised them that she will be increasing the budget for professional development next year.

Kahui Ako

Orewa College still supply a teacher for Year 5/6 to do Japanese language lessons.

We have 3 teachers attending Ulearn this year and two of these will be funded by the Kahui Ako.

A learning support letter has been sent home for parents to consent to their child being on the support register so that we may be able to share resources to help those requiring learning support.

NZEI

The teachers collective agreement has been signed but the Principals collective agreement is still in mediation.

DOMAIN 6 – Evaluation, inquiry and knowledge building for improvement

(BOT Goal 4 / NAG 1 and 2)

Coaching

Time is set aside in staff meetings for people to meet with their paired coach. Teachers are having conversations with others who they would probably not usually interact with.

Two teacher appraisals for each teacher are completed each year. The mid year staff appraisals are complete.

Laureen will appraise the teacher aides and Katherine will appraise the administration staff and caretaker.

Katherine is currently having 15 minute meetings with all staff to talk about their job and the school which is a follow up to the meetings she had with staff when she first started.

7. Staff Report

- Middle leadership will be attending a conference at Waipuna
- International students going well.
- Katherine gave the teachers and staff involved with the international students a Paper plus voucher to say thank you for their hard work.
- Teachers were given extra release time for their student reports.
- The ESOL room in Area 19 is going well for the international students. Alice is doing a great job.
- Linda Barclay will start in Area 8 with new entrants from week 9 of this term.

44/19

Fitness/Barclay

That it be accepted that Linda Barclay is employed full time for the next new entrant class on a fixed term contract starting 23 September until 18 December 2019.

CARRIED

8. General Business/Points for Discussion

8.1 Buddy Benches

Last year a year 6 student (Daisy) came up with the idea to fundraise for buddy benches. These have been purchased and Darryl is currently putting them together. The Yr 2 students will be putting handprints on the the chairs and will also decide where these should be place in the school.

45/19

Barclay/Fitness

That the Principals report be accepted.

CARRIED

Next meeting:

• -

10 September 2019 - Term 3

PE / Health report
Term dates confirmed for 2020
Out of zone enrolment priorities for 2020
Review school donation and pupil services fee
Annual EEO report to board Strategic Plan update

**The meeting was declared closed at 8:55pm.
The next meeting will be held at 7:30pm, 10th September 2019.**