

**Orewa North School**  
**Board of Trustees Meeting Minutes**  
**16 June 2020**

**Present:** Jessica Ashley, Steve Drury, Katherine Pascoe, Andrea Fitness,  
Jake Morgan, Andrea Dunn, Murray Barclay, and Laureen Morgan

**Apologies:** None

**Conflict of Interest:** None

**Minutes of the previous meeting:**

Motion:

That the Minutes of the Meeting held on 12 May 2020 are accepted as a true and correct record.

Moved: Katherine Pascoe

Seconded: Andrea Fitness

**CARRIED**

**Matters arising from previous minutes:** None.

**CORRESPONDENCE:**

Inwards:

Management letter from the auditors

Motion:

That the Inwards Correspondence is received and Outwards Correspondence is ratified

Moved: Murray Barclay

Seconded: Katherine Pascoe

**CARRIED**

**PRINCIPALS REPORT**

Katherine reported how really pleased she is with the community support as we have returned basically back to normal at Level 2. Students are happy and doing well, a few anxiety issues however we have put in support where we can.

Staff have been incredibly supportive of families and their situations.

**DOMAIN 1 - Stewardship**

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

**Finance**

Finances are tight we will be doing a few fundraising ideas

Motion:

That the finance report be accepted.

Moved: Jess Ashley

Seconded: Andrea Dunn

**CARRIED**

### **Annual Report including the Auditors report**

Please see Team drive. Annette did a wonderful job

This has been put on the School Data portal and acknowledgement received.

Motion:

That these be accepted so they can be published onto the website.

Moved: Jess Ashley

Seconded: Andrea Fitness

**CARRIED**

Change requested to Budget to accommodate at Year 4/5 class to start Term 3 due to increase in school numbers (will open with 419 on day one term 3). This takes the pressure of Y3-6 classes. With scooping some children out of each class, Weka will end up on 28/29 and Tui on 26. Have a BT (Rebecca Pinder) lined up to take this class and Anne Roger will do her BT release. Jenna will be the mentor teacher to the BT

Cost of 24k to be taken from current Plan B budget to pay the cost of the teacher until the 16th of December 2020 (see drive for breakdown of costs).

Once get to 411 eligible for new teacher then 431 will be our next target for staffing.

Motion:

That permission is given to fund the new class from the Plan B budget

Moved: Murray Barclay

Seconded: Jess Ashley

**CARRIED**

High possibility we will have to open up another Y0 classroom in term 4

We are entitled to another classroom when we hit 430. Katherine has alerted the ministry for space.

### **2020 Budget**

#### **Grants**

On hold in light of the current situation

#### **Property**

10-year property plan work in progress

Amendment to 5YA plan

Approval to make an amendment to upgrade the phone system and paging system.

Currently we do not have a way to safely reach ALL areas in an emergency situation. Phones in all areas are a quick way for staff to let us know of a situation and in a lockdown communicate with classes. Paging systems currently do not reach all areas and are unreliable, again in an emergency situation they are unreliable. We have asked Nick to make this adjustment and expect this to be in the region of 50-60K. Nick is talking to the ministry about how we can make this happen.

Motion:

Approval given to make an amendment to upgrade the phone system and paging system.

Moved: Andrea Fitness  
Seconded: Jess Ashley

**CARRIED**

Murals- Ongoing (PTA)

Heat pumps installed now in all classrooms and key areas (5YA)

Quotes are being completed for awnings for area's 18 &19- up to \$14000 (SIP)

### **Health & Safety**

Risk Management processes and procedures can all be found on School Doc's.

Compliment to Darryl for placing cones out to discourage U-turns

From term 3: Murray and Darryl will be doing crossing/cones/bus

Katherine and Laureen will be floating and monitoring Nukumea corner

Discussion around road safety outside the school

Look at purchasing signs e.g. No U-turn

### **Evacuation Procedures**

To take place this term Fire Drill

### **Issues from the Register**

*None*

## **DOMAIN 2 – Leadership for Equity and Excellence**

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

Staffing: 20.02

The roll is currently at 401 (Grading roll 391) plus 1 International Student.

### **Assurance**

At previous meeting

## **DOMAIN 3 – Educationally Powerful Connections and Relationships**

(BOT Goal 5 / NAG 2 and 5)

### **Reviews for this term:**

- Documentation and Self-Review Policy
- Employer Responsibility Policy

### **Pastoral Care**

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**

- *Developing Student Agency through writing*

Continuing this with Weka team.

- *Growing Leadership Capacity*

Management Leadership- Jo Robson- Reallocated Ministry hours. We have done the final report however 10 hours left which Jo will work with, with our Team Leaders.

Induction programme has been developed and has commenced with all Team Leaders.

- *Community Consultation, re visioning and strategic plan for 2021-2023*

Continuing with Springboard in creating strategic plan for 2021-2023. Please see further in the report for Vision/ Logo/ name change update and approvals.

## **Focus Areas**

**Kereru:** Kereru has student- led Play Based Discovery and Exploration.

The topics are fluid based on children's interests.

We do set up provocations and some ideas like people who help us and our native forest.

**Piwakawaka:** Maintain a healthy well-being/Hauora through a balance of healthy bodies, hygiene, exercise, diet and mental health.

**Tui:** We are doing a science unit on material world, state of matter (chemical changes) which will run alongside our reconnecting and wellbeing unit which we started with as we headed back into school.

**Weka:** We are continuing with our Keeping Ourselves safe Programme and running alongside this will be a focus on Matariki and Te Marae.

## **School/Staff Activities**

As per report

## **Revisioning Update**

### **Vision Mission Statement and Values**

These have been shared with staff with no suggestions or improvements made. We would like to propose the following be approved:

#### **Vision**

Create pathways for the future

#### **Mission Statement**

To foster learning through the past, present and future, using the environment around us.

#### **Values (RESPECT)**

Resilience

Empathy

Self-belief

Perseverance

Equity

Connected

Tolerance

Motion:

That the new vision, mission, values and concept 2 logo and what goes with it be accepted

Moved: Murray Barclay

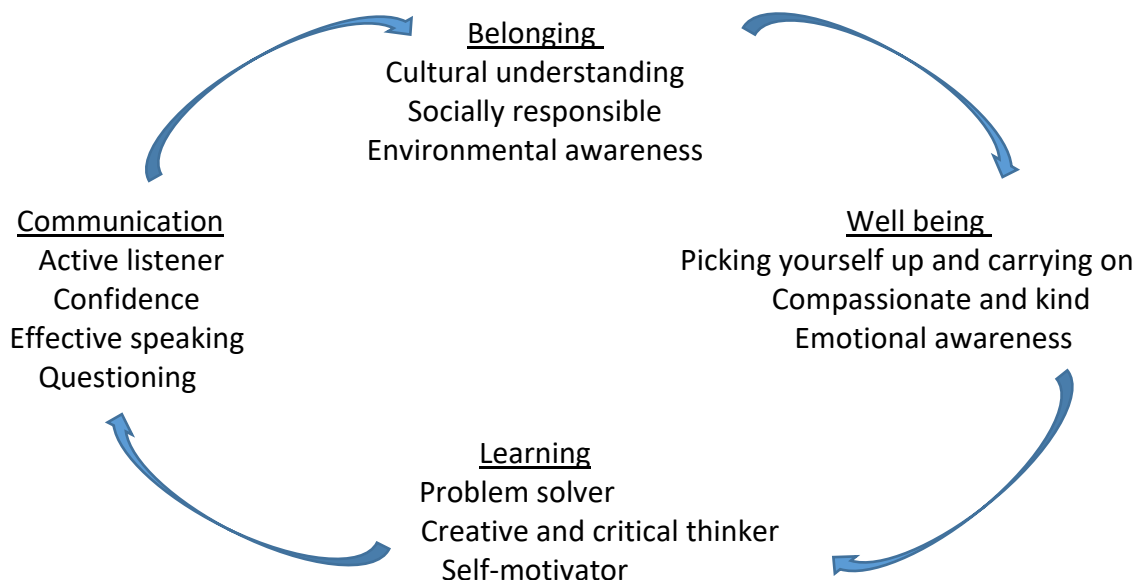
Seconded: Jake Morgan

**CARRIED**

The new logo, name and mission, vision and values will all be released/ shared with the community when all ready together.

We will be working on a Graduate Profile in Term 3. Below is a starting point

## Graduate Profile



## ICT Report

ICT (Information Communication Technology) is taught at all levels at our school.

The pedagogy (Teaching and Learning)

We teach students using a variety of tools that they will need to be skilled in to prepare for their futures. We are in a digital age and our students are “Digital natives” they need the skills to code, create, make and explore using a digital platform. We need to prepare them for this and do so in the following ways.

We have continued to receive support from Kate Friedwald.

Kate is a designated facilitator who contracts to the ministry as a provider to guide schools through the transition towards using the digital curriculum successfully.

She has delivered a number of in class lessons to teachers and pupils in the Tui and Weka areas. Staff and pupils (in Tui and Weka) are developing an excellent understanding of what the digital curriculum is about and what is involved.

She helped us with the roll out of devices in Weka beginning this year with supporting and guiding staff involved and hosting a parent evening.

### **Digital Technologies Curriculum** (as per principal's report)

Looking to the future:

Developing and sustaining the digital curriculum at all levels.

Maintaining and adding to technological devices as relevant according to the needs of our students.

Creating environments that foster and encourage innovation, curiosity and problem solving.

2021 BYOD in Tui and compulsory (where possible in Weka)

### **Students of Concern**

*We moved in committee at 7.25pm.*

*We came out of in committee at 7:31pm.*

## **DOMAIN 5 – Professional Capability and Collective Capacity**

(BOT Goal 4 / NAG 1 and 2).

### **Coaching**

This is going well and staff are working on personalised professional goals.

### **Principals PD Update**

As per report

Katherine has now finished her 2 years of new principal training

Discussion on *What are the strategic goals for the next 3 years?*

- Coping with growth – property/staffing/maintaining culture
- Embedding of vision/culture
- Learning

### **Katherine – Community Networks**

- Oranga Tamariki panel

### **Professional Development**

As per Principals report.

Katherine at the marae week 1 term 3

### **Kāhui Ako**

- Principals' meet twice a term
- Have been supporting each other during this process.
- Meeting last week for BOT on the 8th of June at OC. Kate Shevland isn't putting her name forward for Kāhui Ako lead principal for 2021 due to her retiring at the end of this year.
- There is some uncertainty around Kāhui Ako's in general but still moving forward as if they are still carrying on.

## **NZEI**

Teacher Aides- Equity pay still to be voted on and new money will be in Operations Grant (taken from SUE report)

## **DOMAIN 6 – Evaluation, Inquiry and Knowledge Building for Improvement**

(BOT Goal 4 / NAG 1 and 2)

The Orewa North Primary School Board of Trustees would like to formally request a name change to Orewa Beach School. Discussion on why this was proposed:

- block back from the beach
- revisioning our school currently and we see the name change as a better fit for our school.
- the proposed “Orewa North West” school going in soon we think this will continue to add confusion.

Consulted the community 87% in favour 13% not

We have Orewa Beach Kindergarten as one of our main feeder kindergartens and have shared our proposed name change with them and they were really supportive of the name change.

We would like to put the name change in place as soon as possible as we are sharing our logo with our community in Term 3 (hopefully the beginning of Term 3) 2020 and would love to have this on signage ready to go.

Kaumatua Kereama Nathan gave his approval of the name change on behalf of the Te Herenga o Waka

The Jurkovich Hall sign is going to be made smaller and moved to the other side of the main entrance. A logo will go on the wall where the sign currently is

Motion:

The Orewa North BOT would like to officially change the school name to Orewa Beach School

Moved: Murray Barclay

Seconded: Jake Morgan

**CARRIED**

## **Reporting**

Mid-Year report- To be done on e-tap and has been finalised.

## **Documents for destruction**

As per Principals report

Motion:

That the documentation as per principal’s report, be approved for destruction

Moved: Murray Barclay

Seconded: Jess Ashley

**CARRIED**

## **7. Staff Report**

As per principal report

Motion:

That the proposed Teachers Only Day (TOD) 11th September 2020 -To work with Carolyn Marino from Evaluation Associates on The Localised Curriculum.

Moved: Jess Ashley

Seconded: Jake Morgan

**CARRIED**

Staff lounge now has to be put back for COSMDBRIC due to area 10 being needed for a classroom.

Staff meetings cancelled this term but team meetings and team leader meeting still occurring

GATE programme – working with students who need extending (passion projects). This will happen for Tui in term 3 and Weka term 4.

Parents seem to like the 8.30 drop off at the gate.

Has stopped parents dropping children off too early.

Discussion around lunch break times.

### **Staff Appointments to Approve:**

Motion:

That Nicole Corke and Anita Sheen-Gasteen to teach in Area 3, New Entrant class- Fixed Term position from the beginning of Term 3 until the end of the 2020 academic year.

Moved: Jake Morgan

Seconded: Murray Barclay

**CARRIED**

Motion:

That Rebecca Pinder to teach a Year 4½ class in Area 10. Fixed Term position from the beginning of Term 3 until the end of the 2020 academic year.

Moved: Jess Ashley

Seconded: Andrea Dunn

**CARRIED**

### **PTA Update**

As per principal's report

### **Teacher Registration**

*None*

## **8. General Business/Points for Discussion**

8.1

To continue with the school donation scheme in 2021. Unable to say for certain whether this is the best way as it hasn't been a typical year.



Motion:

That we access the school donation scheme for 2021

Moved: Jess Ashley

Seconded: Katherine Pascoe

**CARRIED**

Motion:

That the Principals report be accepted.

Moved: Murray Barclay

Seconded: Jake Morgan

**CARRIED**

**Next meeting:** 7pm on Tuesday 4 August

**The meeting was declared closed at 8.05pm.**