

Orewa North School
Board of Trustees Meeting Minutes
4 August 2020

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

Apologies: Lauren Morgan

Conflict of Interest: None

Minutes of the previous meeting:

Motion:

That the Minutes of the Meeting held on 16 June 2020 are accepted as a true and correct record.

Moved: Murray Barclay

Seconded: Katherine Pascoe

CARRIED

Matters arising from previous minutes: None.

CORRESPONDENCE:

Inwards: Kahui Ako leader principal app Jess Ashley or Andrea Fitness to attend.

Outwards:

Motion:

That the Inwards Correspondence is received and Outwards Correspondence is ratified

Moved: Katherine Pascoe

Seconded: Murray Barclay

CARRIED

PRINCIPALS REPORT

DOMAIN 1 - Stewardship

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

Resolution

The Board of Trustees would like to make the formal resolution that as of the 4th of August Orewa North is officially now known as Orewa Beach School.

Launch date 21 Sep new logo and name.

Moved: Jake Morgan

Seconded: Jess Ashley

CARRIED

Finance

Budget tight, Andrea Dunn asked if we could get any support from MOE. Andrea Dunn asked if we could get any support from MOE. Relievers spending high questioned by Steve Drury, Katherine Pascoe clarified all actions have been taken.

Motion:

That the finance report be accepted.

Moved: Steve Drury

Seconded: Andrea Dunn

CARRIED

2020 Budget

The budget is running very tight; it remains closed except for necessary spending.

Grants

On hold in light of the current situation

Property

- 10-year property plan work in progress
- SIP - Awnings in and done \$14k instead of 10K will need to adjust signage. Path and concrete work installed.

New class room may be needed mid-term 4 for new entrants. Multi-purpose space. Steve Drury asked about building up. Katherine Pascoe clarified this is the plan.

Health & Safety

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

Incident Report

03/07/2020 child fell out of a tree at lunch time. Restricted movement. Ambulance called and the child was monitored at Northshore hospital and sent home later that evening. All school procedures followed.

Evacuation Procedures

To take place this term –Fire Drill

Issues from the Register

None

Proposed Term dates for 2021

Term Dates 2021				
Term	Start Date	End Date	Public Holidays	School Holidays
Term 1 10-11wks	Wednesday 3 Feb	Friday 16 th April (100 half days)	Waitangi Day Monday 8 February Good Friday 2 April Easter Monday 5 April Easter Tuesday 6 April	Tuesday 2 Feb – Teacher only Day Saturday 17 April – Sunday 2 May
Term 2 10wks	Monday 3 May	Friday 9 July (98 half days)	Queen’s birthday 7 June	Saturday 10 July – Sunday 25 July
Term 3 10wks	Monday 26 July	Friday 1 October (100 half days)		Saturday 2 October – Sunday 17 October
Term 4 10wks	Monday 18 October	Tuesday 15 December 12pm	Labour Day 25 October Christmas Day Boxing Day New Year’s Day	Thursday 16 December - Feb 2022

Motion:

That the above term dated be accepted.

Moved: Andrea Fitness

Seconded: Murray Barclay

CARRIED

DOMAIN 2 – Leadership for Equity and Excellence

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

Staffing: 20.02

The roll is currently at 420 (Grading roll 391) plus 1 International Student.

End of	Feb	March	May	June	August	Sept	Oct	Nov	Dec
2020	375	378	385	398	420				
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

The 1st July Roll return has been completed and sent to ministry- They have acknowledged receipt.

Assurance

Safety management system

We have safe, safety management systems in place and all procedures and policies can be found on school doc's. We have recently made our processes around serious accidents and head injuries much more thorough.

Physical restraint

All guidelines followed and forms when this is used are sent to the Ministry. There are some proposed changes going through (not approved yet) which we will update you with accordingly.

Surrender and retention of property/searches

All guidelines and procedures followed- This is not something we can report having occurred in the last 12 months.

International Students

All policies and procedures followed. Attest to following the Code of Practice for International students for 2020. Have had three this year.

DOMAIN 3 – Educationally Powerful Connections and Relationships (BOT Goal 5 / NAG 2 and 5)

Reviews:

Learning Support

Appointments Procedure

Child Protection

Pastoral Care

As per Principal's report.

Whanau Hui

Sharing our stories as we create the localised curriculum 10th of August 7pm. Be great to have any BOT support there. Andrea Fitness to attend.

DOMAIN 4 – Responsive Curriculum, Effective Teaching and Opportunities to Learn

(BOT Goals 1 to 4/NAG 5)

Strategic Plan/Self-Review

Mid-Year Analysis of Variance Report – Katherine Pascoe spoke to this. Andrea Fitness asking if Covid has impacted, agreed it has but hope to see a marked improvement by end of year.

Moved: Jess Ashley

Seconded: Andrea Fitness

Strategic planning 2021-2023- Beginning drafts for discussion.

Jake Morgan asked about uniform, T-shirt and will be on offer with new logo and name.

Devices becoming more in demand, looking at becoming mandatory for Weka and introducing devices compulsory for Tui. Steve Drury is worried that it will disadvantage children in families on a tight budget. Chrome books to be pushed rather than tablets.

Programmes in place for children with behavior issues i.e.; change up.

Focus Areas

Kereru: Play Based Learning

Piwakawaka: Bucket filling

Tui: Science-Forces

Weka: Dance

School/Staff Activities

As per report

Students of Concern

In committee 7.50pm

Year 4 child with autism using back field as toilet and exposing himself, needing to ramp up support for child, male TA has been employed 10am-2pm. Steve Drury suggested contacting Autism NZ to seek support, needs 1-1 assistance at all times.

Ford Toia still not attending school, hanging around school at end of day, Jess Ashley asked if police could be informed.

Out of committee 7.57pm

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.

Staff Professional Development

- Autism training - ongoing all year 2 sessions per term.
- GATE (Gifted and Talented Education) - Ongoing all year
- VISION- Work ongoing all year
- Coaching ongoing all year
- Localised curriculum- Starts Term 4 2020

Leadership Development

- Team Leader Induction
- Team leader Professional Development- Leading Learning with Jo Robson- 2 sessions a term.
- SLT 2-day Principal conference in Pahia November 2020

Principal's Appraisal Update

All staff surveyed. 6 staff interviewed.

Visit next week: Students and parents interviewed.

Jess Ashley to meet with Ken. Other BOT invited to attend.

Principals PD Update

As per report

Katherine – Community Networks

- Oranga Tamariki panel
- Women's refuge governance

Kahui Ako

As per report

MAC- Maori Achievement Challenge

First cluster meeting held. National Hui in October.

NZEI

Teacher Aides. New rates will be coming into effect.

DOMAIN 6 – Evaluation, Inquiry and Knowledge Building for Improvement

(BOT Goal 4 / NAG 1 and 2)

Strategic planning - already covered

Reporting

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

7. Staff Report - Murray Barclay

- Fun Run - 17th of September.
- Parent/ Teacher/ Student Interviews held 29/07/2020
- Dancing for Weka
- Weka Tech
- Staff and students settled start back
- Whanau Friday

Jess Ashley asked about numbers for conferences. Andrea Fitness, fine tuning needed on report for those that did not attend conferences.

Murray Barclay - No dance competition this year!

PTA Update

As per principal's report 10k approved, no Father's day raffle.

Teacher Registration

None

8. General Business/Points for Discussion

Jess Ashley unable to do signing on behalf of BOT Steve Drury and Andrea Fitness to sign on behalf of BOT chair.

T-shirt and bucket hat added to stationery list for next year \$20-25 Moved: MB Passed: JA

Motion:

That the Principals report be accepted.

Moved: Murray Barclay

Seconded: Jess Ashley

CARRIED

Next meeting: Tuesday 8 September

The meeting was declared closed at 8.23pm.

The next meeting will be held at 7:00pm 8 Sep 2020.

