



Board of Trustees Meeting Minutes 15 June 2021

Present: Andrea Fitness, Steve Drury, Katherine Pascoe, Jake Morgan,
Andrea Dunn Jackie Drury

Apologies: Murray Barclay and Laureen Morgan and Daisy Docherty

Conflict of Interest: Jackie Drury and Steve Drury are married.

Minutes of the previous meeting:

Motion:

That the Minutes of the Meeting held on 11 May 2021 are accepted as a true and correct record.

Moved: Andrea Fitness

Seconded: Katherine Pascoe

CARRIED

Matters arising from previous minutes: None.

CORRESPONDENCE:

Inwards: None

Outwards: None

Motion:

That the Inwards Correspondence is received, and Outwards Correspondence is ratified

Moved: Andrea Fitness

Seconded: Andrea Dunn

CARRIED

PRINCIPALS REPORT

We are all geared up for our production “Best Foot Forward” on the 29th and 30th of June.

All our teams are working hard progressing our Localised curriculum and Digital Fluency/ awareness.

DOMAIN 1 - Stewardship

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

Finance Report

Please see team drive

Motion:

That the finance report be accepted.

Moved: Andrea Fitness

Seconded: Andrea Dunn

CARRIED

Finalised Budget for Approval

Motion:

That the finalized budget be accepted.

Moved: Andrea Fitness

Seconded: Andrea Dunn

CARRIED

Property

- Work has finally begun on the ramps needed for access for one of our students.
- Plans in place for work to commence in Junior quad to Areas 1-3 and canopy over the summer break- meeting with a new architect in next few weeks.
- New building can be “available to order” once our roll hits 440.

Annual Report

Has been submitted to the Ministry.

Health and Safety

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

Incident Report

None to report at this stage. All incidents are recorded on our Accident Register held in the school office.

Evacuation procedures

All up to date.

Issues from the register:

Risk/ Harm register including property register available at the meeting.

DOMAIN 2 – Leadership for Equity and Excellence

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

Staffing: 21.6

Roll: 421 Grading Roll: 426

Number of International Students: 1

End of	Feb	March	May	June	August	Sept	Oct	Nov	Dec
2021	403	407	414	421					
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

DOMAIN 3 – Educationally Powerful Connections and Relationships

(BOT Goal 5 / NAG 2 and 5)

Reviews for this term

Done at the previous meeting- please visit School Doc's if you have any suggestions.

Assurances

Done at the last meeting.

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

(BOT Goals 1 to 4/NAG 5)

Strategic Planning 2021-2023 Update

The following table which displays the Strategic Goals with the success indicators from the Annual plan for 2021 was shared and discussed.

Enhanced Learning Outcomes for all.	An environment where everyone feels safe and secure	Culture of Success for all
<ul style="list-style-type: none"> • Create access to digital learning in Weka and Tui. • Creating Localised Curriculum • 80% of students at or above the expected level in mathematics and Literacy by the end of 2021 	<ul style="list-style-type: none"> • Creative spaces to engage our students in their environment. • Three discretionary days for all staff to promote wellbeing and value. • Engaging stakeholders through deliberate acts of service • School counsellor available for all students and staff 	<ul style="list-style-type: none"> • Values incentive programme promoting students displaying our values. • 2 values explicitly tight each term school wide. • Celebrate our diverse cultures through deliberate acts of teaching and school events. • Programmes, events, hui and physical environment that support and celebrate our biculturalism.

<p><u>Progress towards:</u></p> <ul style="list-style-type: none"> • Localised Curriculum - Developing a school wide planning format. • Essence statements for the NZ curriculum created in consultation with staff. • Inquiry model created with staff. • Digital Team created representing all year levels have met and created a progressive expectation tool across the year levels. • New School management system for 2022. 	<p><u>Progress towards:</u></p> <ul style="list-style-type: none"> • Relationships formed with local radio station where kids are involved in broadcasts. • School counsellor- Successful funded until the end of the year. • Discretionary days being taken. • Supporting staff wellbeing for families. 	<p><u>Progress towards:</u></p> <ul style="list-style-type: none"> • Values incentive programme continuing to be successful. • Self-belief and Excellence being taught explicitly at assemblies and in classes. • Termly powhiri- new format trialed and tweaked this term. • Hui at Marae each term. • Introduction of Houses.
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<ul style="list-style-type: none"> • Extra devices leased from Term 3 2021 to increase access. • Plan made for Tui Team for improved access. 		
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FOCUS AREAS

Kereru: Living World (Science) and Discovery Time.

Ruru: Beach and Bush

Piwakawaka: Beach and Bush

Tui: School production

Weka: School production

Digital/Cybersafety Report

This was shared at the last meeting via a written report from Hamish Ross Digital Fluency leader.

Community Consultation

Will be done in Term 3 as part of our Localised Curriculum.

STUDENTS OF CONCERN:

To be discussed in committee.

We moved in committee at 7:21pm.

We came out of in committee at 7:30pm.

DOMAIN 5 – Professional Capability and Collective Capacity

(BOT Goal 4 / NAG 1 and 2).

Induction Programme

2021 completed with all new staff so far this year.

Professional Development Update

A considerable amount of mahi has been done as shared in the strategic plan update around Localised Curriculum and Digital Fluency.

The Teacher Only Day which focused around anxiety on the 4th of June with Kathryn Burkett was well attended by all staff including support staff, this was an interactive session and fantastic insight and tips for helping students with anxiety were shared.

We have our upcoming Teacher Only Day on the 9th of July with Ken Ward from Leading Learning where we will be continuing work on the Localised Curriculum.

We have completed some work with the staff on writing moderation this term also.

Kahui Ako

- Kahui Ako new Achievement challenges and introduction of new positions were shared at the Kahui Ako conference from 2-3pm on the 4th of June (part of our Teacher Only Day)
- Our Digital Fluency and Localised Curriculum leaders have been very active and have worked with the Senior Leadership Team to progress strategic goals.
- Both Orewa Beach In school leaders are attending fortnightly sessions with other In School Leaders.
- First Kahui Ako Principals meeting including meeting Across School Leaders was hosted by us in late May.

NZEI

Paid union meetings are on the 1st of July 1-3pm. We will remain open however as 90 % of our staff are members we have asked if any parents are able to collect students, we would appreciate it. We will have a skeleton team here for students that need to stay.

DOMAIN 6 – Evaluation, Inquiry and Knowledge Building for Improvement

(BOT Goal 4 / NAG 1 and 2)

Strategic plan as above

Reporting

Reports will be available at conferences in Week 3 Term 3. This later date is due to our production late Term 2.

7. Staff Report/ Student Report- Murray Barclay

- The book Fair raised a total of \$5976.80 and as a school we kept \$2091.88 as a donation from Scholastic. We had a total of 77 books donated. A big thank you to Michaela Hansen for her efforts in organising this.
- The Hapara computer programme is working well. It is a great tool for checking on children's use of digital programmes while they are at school.
- A slight hint of frantic practise is beginning to emerge as we draw near to performance week. Tickets are now on sale and selling well.
- A large percentage of the staff received their flu jabs last week. All have survived.
- Ruru and Piwakawaka had a successful trip to Eaves Bush, local curriculum of course.
- The Yr. 3 to 6 Rippa teams attended the first of their tournaments on the 27th of May with mixed results. A great day however and all kids very well behaved with a great attitude.
- Kate Firedwald has been in twice. Once to work with the Tui teachers and secondly to attend a digital fluency meeting with our key staff.
- A number of food parcels have been delivered to our school families. Many thanks to the Kensington residents and donations from anonymous staff.
- A very successful TOD with Kathryn Burkett. Highly interesting and very motivational talk.
- A lovely morning tea and a small gift helped us to celebrate Support Staff Day for our highly efficient TA's and admin staff.
- Interschool football was held on Tuesday the 15th of June.

Principal's Update

Professional Learning-

[Maori Achievement Challenge](#)- PD completed with staff on Tikanga. Brenda coming back next term to continue with this.

[Professional Learning Group with Education Group](#)- Currently continuing reading "Dare to Lead" by Bene Brown

Kahui Ako

Hibiscus Coast Principals

Community Outreach

- Oranga Tamariki panel
- Women's Refuge Governance
- RTLit panel for Hibiscus Coast

8. General Business/Points for Discussion

8.1 Fundraising committee.

Andrea Fitness is keen to head a fundraising committee, Andrea Dunn to support with finance experience.

Motion:

That the Principals report be accepted.

Moved: Jake Morgan

Seconded: Andrea Fitness

CARRIED

Next meeting: Change dates

The meeting was declared closed at 7.46pm.

The next meeting will be held at 7:00pm 10th August 2021.

Remaining Board Meeting dates 2021 – Change dates

14th September

2nd November

14th December

