



Minutes of a Meeting of
WAIMATAITAI SCHOOL BOARD OF TRUSTEES
Held on 16 September 2019 2019 at 5.55pm



Present: Julie Pratt (Chair), Claire Carran (Deputy Chair), Jane Culhane (Principal), Julian Donaldson, Nick Fenn, Jo Yeo, Kirsty Grady (staff rep.)

In Attendance: Lara Sargent, Jill Crossan (minute secretary)

Apologies: Nil

Confirmation of Minutes/In-committee minutes:

Minutes of the previous meeting held accepted as read and confirmed.

Matters Arising: Nil

Consider new items: In-Committee – 3 items re leave application, enrolment issue and personnel

Declaration of conflicts of interest:

Correspondence Inwards:

Nil

Correspondence Outwards:

- **Timaru District Council** – Removal of Selwyn St pedestrian crossing
- **Waimataitai PTA** – Thank you re donation for resurfacing playground

Noted that future **Exit Surveys** to be **dated when received**.

Motion to accept above: **MOVED:** Claire Carran **SECONDED:** Julian Donaldson

STRATEGIC MONITORING

See roll numbers graph – roll positive

STRATEGIC GOAL FOCUS (Nag 2)

BOARD REPORT

Learning Support

DISCUSSED

- Trauma & neglect effects student achievements.
- There is a growing need for Teacher Aides for various reasons ie ESOL, behavioural, special needs / toileting issues, coping with change and progress is measured in different ways accordingly.
- Teachers differentiate what is required and provide a work plan for the TA to follow.
- Specific Learning Difficulties (SLD) – one on one time with qualified educator for small number of students.
- Targeted students – students who are almost there but not quite, benefit most from targeting.
- IEP's – room for improvement in how accessible information is ie less is more re goal setting. Work in progress.
- Transitions are really important for all learners.
- **Ideal Vision:** To have a trained experience teacher to be proactive with managing behaviour and developing student skills.

The Board thanked Lara Sargent for presenting this report.

- Writing is dependent on access to experiences and language around this.
- Principal believes whanau are on-board with expectations, supportive of effort.

SPECIAL ISSUES/PROJECTS

Nil

AUDIT 8

GOVERNANCE AND BOT POLICY (Nag 7)

AUDIT AND SELF REVIEW

Governance and BOT Policy

Health and Safety Policy

ALL AGREED TO ADOPT THE INTENT OF THE POLICY

- Claire / Jo to make any changes to 'polish' wording without changing the intent of the policy.
- Suggested to circulate by google docs prior to next meeting so changes can be made

Treaty of Waitangi

CONSIDERED

5. Wording changed to "reflecting culture" (as opposed to "reflecting both cultures").

We are all aware of our obligations under the Treaty of Waitangi. Committee need to ensure macrons added as appropriate. Discussion re consistency of policy format. Some discussion on best way forward with policy work – no decision made.

STRATEGIC GOAL – C QUALITY AND ACTIVE GOVERNANCE AND LEADERSHIP

ASSURANCE

CURRICULM REPORTING (Nag 1/8)

E-Learning Report

ACCEPTED

Curriculum and Professional Learning

Wai Learners – PB4L

Home Learning Survey – by Principal. Things to consider in future home learning expectations.

- Student voice ?
- Possibly consider to 'pilot' a survey to a class prior to putting it out there.

Student Led Learning Conferences - Great attendance numbers

STRATEGIS GOAL FOCUS (Nag 2)

RISK AND STRATEGIES

STRATEGIC GOAL – D RESOURCE MANAGEMENT

PERSONNEL (Nag 3)

- Advertised for 4 positions for 2020.

PROPERTY (Nag 4)

Nil

Question asked about sports garage (PTA project)

Landscape architect and an Engineer's report would be required for terracing on big field (potential PTA project)

FINANCE (Nag 4)

July monthly accounts of \$79,200

RATIFIED: Claire Carran SECONDED: Nick Fenn

Donation Scheme

ALL AGREED TO OPT IN

- Create opportunity for ALL families – not just those who can afford it
- Contribution toward camp expenses is allowed
- Re-opting in each year is required

HEALTH AND SAFETY (Nag 5)

Health and Safety Report

DISCUSSED

- Tag & testing – some expired in last 2 months. Has been raised with tester.

LEGISLATIVE REQUIREMENT (Nag 6)

BOARD FAMILIARISATION

GENERAL EVALUATION FROM THIS MEETING

Biggest difference from this meeting to the students: E-learning, Class sizes are important, Teacher Aide Support, Funding from Govt (donations opt in).

Governance or management focused: In general, all felt more Governance focus

Contribution – all contributed well

Any Concerns? Concern we may be getting bogged down with 'finer details' in policy work.

Where we are going with Policy – how to go about it?

NEXT MEETING :

Monday, 4 November

Move December meeting to Wednesday, 4 December (was 9 December)

RECOMMENDATION TO EXCLUDE THE PUBLIC (INCOMMITTEE)

It is recommended that the Board exclude members of the public and move into committee to discuss matters pertaining to:

- Leave application
- Enrolment Scheme
- Personnel

Where the information may be disclosed which there is good reason for withholding from the public therefore for matters of privacy, under section 48 (1) Local Government Official information and Meetings Act 1987.

MOVED INTO COMMITTEE at 8.40pm

OUT OF INCOMMITTEE AT 9.23PM

MEETING CLOSED:9.23pm

Signed as a true and correct record of the proceedings.

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Julie Pratt (Chair)

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Date