



Minutes of a Meeting of
WAIMATAITAI SCHOOL BOARD OF TRUSTEES

Held on 13 September 2021 at 5.55pm



Present: Julie Pratt (Chair), Jonathan Young (Principal), Julian Donaldson, Nick Fenn, Jo Yeo, Nicky Severinsen (staff trustee)

In Attendance: Nikola Vincent, Jill Crossan (minute secretary)

Apologies: Claire Carran (Deputy Chair)

Confirmation of Minutes/In-committee minutes:

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

Matters Arising: Nil

Consider new items: Nil

Declaration of conflicts of interest: Nil

Correspondence Inwards:

- Timaru Christian School - Zone

Correspondence Outwards:

- Nil

Motion to accept above:

Moved: Jo Yeo

Seconded: Nick Fenn

Individual Needs Policy

Changes:

- Outcome – no change
- No reading recovery
- Combined 2 bullet points

MOVED TO ADOPT CHANGES

Moved: Julian Donaldson

Seconded: Jonathan Young

ASSURANCE

CURRICULM REPORTING (Nag 1/8)

Science Report – Julie thanked Vanessa Riley for providing this report

- Good diversity provided
- Possible PD for future

EOTC Report – presented by Nikola Vincent

- The Government Funding Scheme has made it possible for everyone to participate in activities
- Swimming – Roto cancelled and potentially Awa cancelled due to covid
- Awa Tekapo trip also cancelled – organise something to replace this term 4
- Going forward, will probably favour local activities in-light of covid
- All trips are reviewed on completion, to check systems in place

Pasifika Achievement Plan – Julie thanked Chrissi Davidson for providing this report

- Attendance percentage rate is encouraging
- Maori/Pasifika Breakfast - postponed to Covid Level 1
- Thank you to all staff for being so welcoming and supportive to our students and families

Behaviour Management – Stand Downs and Suspensions – Julie thanked Nikola for her presentation/s

- PB4L and Tier Committees meet regularly
- Number of stand-downs higher than usual, but this is part of a plan to be less tolerant on repeat offenders
- Newcomers Club started. This is to help particular students settle in, at the start of each day
- Curriculum of Professional Learning – Better Start Literacy Approach (BSLA)
- New agencies brought in to help and Student Wellbeing PD

Julie thanked Sarah Agnew for her time spent towards PB4L Tier 1 Committee meetings

Curriculum and Professional Learning – Better Start Literacy Approach (BSLA)

- Starting with junior levels first, with intentions to introduce it throughout the school in due course

Digital Literacy

- Facilitating provided by Wilj is very beneficial
- Practical content, enjoyed by students
- Ongoing progression through each year level
- Funding received from Ministry so we don't require Board top up that we requested at the start of the year

Wai Learners

PB4L – Topic 'Having Fun Together'

STRATEGIC MONITORING

Total Roll: 521. See roll numbers table

Effect of enrolment zoning starting to show ie reduced enrolments

Strategic Goal 3 – Resilience Report – Presented by Jono

- Survey recorded various effects of covid lockdown
- Online learning provided by teachers, but not always completed by the students
- Education to adjust accordingly to accommodate future Covid Level lockdowns
- Social reconnections positive (Covid Level 2)

AUDIT AND SELF REVIEW

Governance and BOT Policy

Appraisals currently in progress

RISK AND STRATEGIES

STRATEGIC GOAL – D RESOURCE MANAGEMENT

PERSONNEL (Nag 3)

The Board accepted the resignation received from Aimee Hart (in place of Incommittee)

MOVED TO INCOMMITTEE

2021 Vacancies

Opened: 7.15pm

Closed: 7.30pm

FINANCE (Nag 3)

July Payments Ratified: \$30,527

RATIFIED

Moved: Nicky Severinsen

Seconded: Jo Yeo

PROPERTY (Nag 4)

10YPP

- This has been approved by the Board
- Drawings completed
- Jamie sourcing quotes

BWOF - received

HEALTH AND SAFETY (Nag 5)

Provided by Jess Howard

- Drain – room 18 has now been cleaned out

Alert level 3 and 2 Plans presented – FYI

- Ministry guidelines followed and plans provided to staff

Big Five Behaviour Report

- Decrease in challenging behaviour in Hawaii and Moana

Selwyn St Intersection upgrade

- Anticipating to start consultation process
- Proposed to remove parking on road
- Hui to be held informing community
- Anticipate work to begin end of year, but will probably start of next year
- Pedestrian Crossing – remove islands on west side of road

LEGISLATIVE REQUIREMENT (Nag 6)

BOARD FAMILIARISATION

GENERAL

Nurture Room

- The Board of Trustees supports the funding application to Aoraki Foundation for \$6,293 to re-instate the Nurture Room. This is a strategy for supporting and settling targeted students at the start of each day.
- These funds are required to provide various equipment, appliances, furniture. ICT and wages

UNANIMOUSLY SUPPORTED BY THE BOARD

Enrolment Directed by MOE

- Agreed that the Ministry directed an enrolment due to evidence to support a negative impact on this student by not attending Waimataitai School. AGREED

Disciplinary Meeting Update

- Recently one student received 2 suspensions which concluded in an exclusion
- Have tried unsuccessfully to re-school this student. Ministry to now find successive school

End of year Summary

- Board Report for Magazine – Julie inviting input

MEETING EVALUATION

Did we follow our agreed values? Yes x 6

Were we governance or management focused? Governance x 2, Both x 4

Were we focused on student achievement and well-being? Yes x 6

Which agenda item would you like to reflect on? EOTC Report, Discipline Report x2, PB4L, PD with Wilj, Junior school Literacy Programme x2, Nurture Room application, Well-Being

Julie would like to thank staff for effectively managing lockdown conditions.

NEXT MEETING : 1 November 2021

MEETING CLOSED: 8.30pm

Signed as a true and correct record of the proceedings.

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Julie Pratt (Chair)

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Date