

Minutes of School Board meeting

Monday 11 December 2017 at 7pm
Held in the Library, Wilford School,
William Street, Petone
(open to the public)

ITEM	PRESENT	Trustees: Ced Simpson (Chair), Vaughan Smith, Emeli Sione, Nick Edwards, Neil Sargisson (Principal)	ACTION
		Management team: Vanessa Phillips	
1.	Apologies	Keriana Tawhiwhirangi, Kaapua Smith	
2.	Minutes of previous meeting	The Board resolved that the minutes of the 27 November meeting be approved.	
2 a.	Email from ERO	The Board agreed that Ced should work on the board assurance statement as circulated prior.	Chair, Neil
		The Board will confirm their availability for the meetings on 05th and 08th of February as soon as possible	All
		A doc on the ERO review as circulated will be posted on Google Docs for consideration at the next meeting scheduled for 29th January 2018	Chair
3.	Literacy/numeracy assessments	Discussion took place on the 2 documents circulated prior. Assessment practices were seen to have improved but some areas of concern were identified. The Board thanked the management team for the OTJ report, noted the improvements in Nga Puawai syndicate in particular, look forward to further details on action to be taken on Year 5 and discussions in relation to the budget on how to best allocate resources to the needs identified. The Board also ask the Principal to ensure that in the redrafting of the front end of the charter, strategic priorities such as learner agency is communicated in plain English	
4.	Student wellbeing survey data	Discussion took place on the traffic lit results of the survey. Overall results show positive indicators as a result of Kiva but with some concern with social and emotional status. The Board asked the principal to discuss the results with the management team and staff and to develop relevant actions for the 2018 plan. Discussion followed on importance of Student Councils	
5.	Whānau survey	Nick spoke to the survey results but they need to be anonymised before further distribution. While results are	

positive about choosing Wilford over other schools in the area, it was noted in particular that; Nga Rangatahi needs review, inconsistency between teachers is an issue, the transition between syndicates needs to be in the plan, there is a desire to see Te Reo continue after Year 6, and that some barriers still need to be removed to restore school values vis a vis Nga Puawai

- | | | | |
|----|--|---|----------------|
| 6. | Progress on Scoping Report issues | Some discrepancies noted between Keriana's report and the thoughts of the Board. Ced to respond to her report with amendments before it is sent to the Ministry | Chair |
| 7. | Strategic review & planning | Neil spoke to the changes, and informed the Board that the doc is also available via Google Docs should any changes/amendments be needed. It needs to be finalised by the meeting on 29th January | |
| 8. | Board communication to school community | Nick will send a thank you to survey participants and tell them that the results will be available in due course. There will be a short newsletter on Friday | Nick |
| | | The Board acknowledged Vaughan, staff elected nominee, for his service to the meetings and to the Board. He thanked the Board in return for the experience | |
| | | Action points: | Nick |
| | | Nick to send email with pdf link to survey results to the Board | |
| | | Vaughan to write a piece on why one should join the Board and what the role involves etc and send to Ced. | Vaughan |

Confirmed by Chair:



Date: 29 Jan 2018