



Minutes of School Board meeting

Monday 20 February 2017 at 7pm
Held in the Library, Wilford School,
William Street, Petone
(open to the public)

ITEM	PRESENT		ACTION
		Ced Simpson (Chair), Neil Sargisson (Principal), Vaughan Smith, Sarah Mataiti, Emeli Sione and Edward Cox.	
1.	a Welcome		
	b Apologies	None	
	c Confirmation of Agenda	The Board confirmed the agenda, with item 7 (report on Nga Puawai) to be conducted after item 3 (the Special Adviser's report).	
2.	Minutes of the 20 February 2017 meeting	Agreed: That the minutes of the 20 February 2017 meeting be accepted as an accurate record.	
3.	The report of the Specialist Adviser, Keriana Tawhiwhirangi	Noted: 1. The written report of the Specialist Adviser dated 20 February 2017. 2. The supplementary comments of the Specialist Adviser to the meeting including: a. Concern about board communications in general, including identity of board members, function of the board and community knowledge of the charter; b. Suggests a blank page approach to asking the community what they want in the charter and the need for a robust community review process; c. Use the newsletter to emphasise board issues; d. The reason for having a specialist adviser (consecutive 1-2 year ERO reports) needs to be communicated to the school community.	
4.	Nga Puawai (item 7 on agenda)	Noted: 1. Specialist Adviser's view that school was not sufficiently explicit at Nga Puawai hui (15 February 2017) about the reasons for the student achievement results in Nga Puawai (poor level of teaching and learning program). 2. The hui supported strengthening Nga Puawai and continuing towards full immersion, the board noting that decision had been made at the January 2017 meeting that a second teacher be funded. 3. The Specialist Adviser's view that the board should be discussing with Petone Central School as to how and where immersion Petone should be taught. 4. The Specialist Adviser's view that there was no conflict of interest in her role as Commissioner of Petone Central School and Specialist Adviser of Wilford School; 5. The Principal and Specialist Adviser are to meet on Friday, 24 February 2017 to develop a rapid response plan to the significant and pressing issues facing Nga Puawai for approval by the board.	Neil / Keriana
		Agreed: 1. Communication to Nga Puawai whanau after this meeting is that "The board has recognised the	Neil

increased urgency of supporting Nga Puawai and is developing a rapid response plan to support the unit. The board has approved the resources for preparation of that plan.”

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| 5. | 2017 draft School Charter (item 4 on agenda) | Agreed: 1. The draft charter was adopted subject to the email comments and proposed amendments circulated before the meeting. | |
| 6. | Principal’s report (item 8 on agenda) | Agreed: 1. That the amended 2017 budget, including \$120,000 deficit, is approved. 2. The 10 year property plan to be submitted to MoE is approved. 3. That the Chair is authorised to enter into third-party occupancy agreements with Swimwright, Superkids, Fernlea and Wellington Old-Time dance groups.

Noted: 1. The principal’s explanation that teacher’s personal goals for 2017 will be linked to their previous year’s appraisal, based on discussions with the Principal and their syndicate leader. | Ced |
| 7 | Board program/resources (item 6 on agenda) | Deferred until next meeting but note likely priorities for portfolio allocations include Nga Puawai, ERO and equity. | |
| 8 | Board communication to school community | Agreed: 1. To be drafted by the Chair | Ced |



Confirmed by Chair

Date 20 March 2017