

Minutes of School Board meeting

Monday 25 September 2017 at 7pm
Held in the Library, Wilford School,
William Street, Petone
(open to the public)

IT E M	PRESENT	Trustees: Ced Simpson (Chair), Vaughan Smith, Emeli Sione, Sarah Mataiti. Keriana Tawhiwhirangi, Kaapua Smith, Jamie Marment Management team: Faye Mayo, Vanessa Phillips, Ropene Johnstone, Neil Sargisson (Principal)	ACTION
1.	Apologies	Nick Edwards.	
2.	Minutes of the [date] July 2017 meeting	The Board resolved that 1. the minutes of the July meeting be forwarded for formal consideration by email; 2. Notes from leadership hui, not minutes. No dissent to noting item 3 on last agenda.	
3.	Strategic review & planning	Notes from the last hui distributed for review by all at a later stage. Discussion took place on 1, future focussed language, intermediate pathway, support for new transitioning whanau at any level, 2, communication issues and mission statement – message consistency, no need to unnecessary complicate survey/questions. <u>Action points:</u> It was agreed to: Ask Nick to put something in writing and email to all Board members re focus groups Formalise and circulate hui plan by end of current week Organise time and date to discuss strategic plan in more detail.	Chair Nick, Sarah, Kaapua Chair
5	Policy development & review	The Board resolved that the draft Equity policy [attached] be adopted. Emeli spoke to the breakfast club initiative, with regard to equity distribution in the school.	

The Board acknowledged the initiative undertaken by Emeli and others to pilot the initiative and thanked the OSCAR provider for their contribution, adding that it is a good start to the implementation of the equity policy.

Discussion took place on reliance on and omissions of SchoolDocs.

The Board resolved that Ced, Neil and Keriana review the use of SchoolDocs and report to the next meeting. (Kaapua would like to be referred to if there are any re Treaty of Waitangi

6. **Principal's report (incl finance), and presentation on learner agency**

Neil spoke to his report while explaining the graphs and statistics, discussion followed on statistics and correlation between stats and personalities, non-maori data, next steps.

The Board thanked Neil and colleagues for the reading and maths report, noting the observations of the management team regarding what works well and what needs improvement, expressing confidence in linkage between tests and teaching processes in school and looked forward to clearer indications of maori/pasifika achievements compared to non-maori and the merging of factors responsible for low achievement.

Keriana added a mihi to all for the quality of the conversation and interaction on the topic – very energising to hear.

The last ERO visit was positive, though concern over workload in Nga Puawai. Discussion followed on teaching structures and recruitment process.

The Board looked forward to involvement of whanau advisory group in the interview process for new leader and acknowledged and noted the shared learning - it is welcomed and appreciated.

The Board resolved that the next leadership hui is to take place on 30 October, and the final Board meeting of the year on 27 November.

The Chair asked the Board to note the reference in the principal's report to the meeting with Ministry re finances. He noted that the entry cohort issue is a Board, not a management, decision.

The Board resolved to affirm that the school entry policy stays the same.

Vanessa and Faye spoke to the presentation on learner agency; discussion followed on tuakana/teina approach and link to motivation/behaviour.

The Board welcomed the presentation from senior staff and looked forward to further development of agency within the school in keeping with the school's values and curriculum

and asked that the senior managers explore how the approach can be most effectively communicated to parents.

7. **NZSTA conference & other PLD**

NZSTA conference feedback was provided by those who attended; a written report will be circulated to all for review and reading at a later stage.

8. **Board communication to school community**

Newsletter items to communicate: the Board look forward to face to face meetings with whanau next term, reminder about the consultation process, issue invite to whanau to come along to hui, breakfast club initiative, share how many went to conference to show involvement of Board, and welcome to Kaapua.

Chair

The Ministry have sent outcomes plan to Keriana with areas of focus for term 4 and it would be good to bring this into any upcoming planning meeting. Dates (and prep work) needed for Carol Harvey Brown, NZSTA, to come and meet the Board to address strengths and weaknesses and to look at a potential staffing review and rationalisation – ultimately this is the principal's role but the Board needs to be involved and informed for transparency.

Keriana, Neil, Ced

Emeli acknowledged Jaime for his support with the breakfast club, Emeli in turn was acknowledged for her support and help.

Confirmed by Chair:



Date:

30/10/2017