



Minutes of School Board meeting

Monday 20 June 2016 at 7pm
 Held at Wilford School library
 William Street, Petone

ITEM	PRESENT	ACTION
	<p>Ced Simpson (Chair), Neil Sargisson (Principal), Edward Cox, Siosiana Lotaki, Emeli Sione, Vaughan Smith.</p> <p>and</p> <p>Kirsten Reid, Faye Mayo, Jamie Marment, Ropene Johnson (Management team).</p> <p>Kelda McDermott (Minute Secretary)</p>	
1.	<p>a Welcome Ced welcomed all, especially newly elected board members Siosiana Lotaki (parent elected), Emeli Sione (parent elected) and Vaughan Smith (staff elected).</p> <p>b Apologies Sarah Mataiti</p> <p>c Confirmation of Agenda The Board confirmed the meeting agenda.</p>	
	<p>Documents sent to the board for discussion at meeting</p> <ul style="list-style-type: none"> • Board Delegations • May Finance Report • Principal Report • Board Review & Reporting Cycle 2016 • Leadership and Assessment Scoping and Development Programme • Information documents for new trustees. 	
2.	<p>Election of the Chair Ced Simpson (nominated by Edward, seconded by Emeli) declared to be the Board's Chair, there being no other nominations.</p>	
3.	<p>Hopes & aspirations Deferred to July board meeting.</p>	
4.	<p>2016-17 meeting dates Meeting schedule to remain the same.</p>	
5.	<p>Board skill set Not discussed during the meeting.</p>	
6.	<p>Confirmation of minutes from last Board of Trustees meeting The Board adopted the minutes of the 16 May 2016 meeting, their having been approved via email majority vote of the previously constituted board.</p>	
7.	<p>Delegation of Responsibilities Emeli to be board representative rep for property and student achievement.</p>	

Finance board representative to be decided and other portfolio delegations deferred.

8. **Principal's Report including Finance Report**

Principal presented the report. Points discussed included:
Goal 1: comprehensive moderation took place but results not available for this meeting. Results will be ready to share with Board in July meeting.

Moderation shows school is on track.

Goal 3: KiVa programme has been well received by the students and fits under the health curriculum.

Goal 4: **Phase II of the Year 7- 8 project is yet to come back to the board (last discussed at April 2016 meeting).**

Neil still has not heard from MOE about a rescheduled meeting, **Neil to follow up.**

Principal of Burwood Christchurch school visited Wilford school as they are setting up a bilingual class.

Ced recommend that we need more support from MOE regarding Wilford school move to full immersion.

Neil met the principal of Titahi Bay school at a conference held last week and has successfully joined a support group of education peers around Maori immersion schools.

Neil to come back at next meeting as to what the board can do to support Ropene.

Goal 5: Ben Laybourn from Evaluation Associates will start working with the teaching staff this week.

Goal 6: Board expressed congratulations to Ailsa and students on the success at the Technology Valley STEM awards, and the success of the science programme at Wilford School. The board noted Kirsten's comments that the school's success in science had not spread to Nga KaKano. Science resource kits have been an outstanding resource for the teaching staff.

Action points are in bold

The board accepted the Principal's report.

The board accepted the financial report.

9. **Review of 2016 Goals**

Progress on each of the goals, using a traffic light metaphor:

Goal 1: Green on all areas. Analysis of data at teacher level is working well.

Goal 2: Inquiry of puzzle of practice is working well. Teachers have been unable to observe peers, and coaching meetings require a lot of work but is a valuable asset. The Board welcomed progress made against goal 2.

Goal 3: a draft of the Graduate Profile Milestones has been completed and will be worked on with staff and students during term 3.

Goal 4: New entrant enrolments are up, a lot of work has been done in the transition to school programme. Nga Puawai was asked if they wanted to participate in a community parent evening for Maori in schools. Mandarin classes are being investigated and proposed in 2017 for senior syndicate. 5 new students in Nga Rangatahi.

Goal 5: On track, green on all areas.

Goal 6: On track, Need to address key point of "no students are disadvantaged" at a later board meeting.

At next review meeting, the management team will use traffic light reporting, and board to be prepared with questions in relation to the goals for the management team.

Ced and Neil to meet to discuss the next review of goals meeting and how it is to be run.

Management team left meeting at 8:40pm.

Next meeting 25 July 2016

A handwritten signature in black ink, appearing to be 'Ced S.', written in a cursive style.

25 July 2016

Confirmed by Chair Date

