



## **THE MINUTES OF THE MEETING OF THE BOARD HELD**

**on Monday 5<sup>th</sup> December. in the Boardroom at Te Ara Koropiko West Spreydon School**

**Present:** Abbey Parsons – Chair, Marriene Langton – Principal, Marina Shehata – Staff Representative, Shailesh Singh via Zoom, Julia Mallett, Miriam Marshall, Jodi Apiata, Andrew Dumbleton. Visitors to meeting to present the final data report for 2022 – Ryan Pearce, Hannah Gardiner, Lou Nuualitia, Janice Krammer and Georgia Banks

**In attendance for minute taking:** Linda Parsons

- 1. The meeting opened with a Karakia**
- 2. Whakawhanaungatanga:** Members shared their reflections of family time in the covid environment, family occasions and glimpses of the future.
- 3. Strategic Discussion** – Data Report update for close 2022

Celebrating Success – has been a huge success with Teacher Professional Judgements triangulated across the school showing phenomenal results. Using PACT across Reading and Writing and Maths showing over 80% improvement across testing areas for being AT or ABOVE the standard requirement – with the following discussions around the results –

- Writing – a positive 80% at or above
- Maori boys – huge improvement to 90% at or above
- Lots of new interventions
- Speech texts on Chrome books
- Building on Success
- Robust data parameters
- Teachers able to challenge themselves and colleagues
- Review and moderation by peers
- TOD to enter and discuss data was valuable
- Confidence in sharing viewpoints
- PACT method also identifies needs of child and allows mapping to show need for extra planning and support for next year
- Positive trend upwards across the year levels

- PACT report shows doing well, good alignment of PACT with Teacher Projected Judgements, monitoring and Professional Development with Teachers ability to recognise, teach and extend
- 2023 will see Maths as the target subject for PACT

**Visitors then left the meeting**

**Return to main meeting**

4. **No conflict of interest raised.**
5. **Minutes of the previous meeting** – circulated read and approved via email
6. **Committee minutes dated 31 October** were circulated, read and approved

**Moved: Abbey Parsons      Seconded: Julia Mallett**

**7. Matters Arising:**

- Board walk through school was well worth it, children found to be hard at work. For those that missed another date will be arranged in the new term
- Introduction for new Board - will try for prizegiving if possible. Abbey can introduce at end of her speech
- Bio and photos for website asap
- Prizegiving on Thursday 14 December.

***Action Point: All new board members to get photo and short bio to Abbey as soon as possible please***

**8. Cultural Narrative:** As part of the current cultural narrative all Board members are preparing to speak their Mihi at a meeting. Miriam stood and gave her Mihi at this meeting. Well prepared and confidently given.

***Action point: All members to work through preparing their Mihi for the next meeting. Jodi is available to help if necessary. It is noted that some new board members may also have a cultural introduction in their own language***

8. **Principal's Report:** had been circulated by Ryan Peace Acting Principal in Marriene Langton's absence. Topics discussed –
  - PAL leaders and School leaders will merge – all will be called School Leaders and will have different roles alongside this. 12students will be selected
  - Q about this from Shailesh re roles was answered by Ryan
  - Review of Stategic Goals - Abbey, Ryan and Marriene – Tom Schollard felt these were already good. Will explore yearly goals/annual plan.

- **Staff Resignation: Motion:** A motion was moved that the resignation letter from Elle Barnes be accepted and effective from the end of January 2023.  
**Moved Abbey Parsons                      Seconded Marina Shehata    Approved**
- Ryan thanked for stepping up into role.

**Moved: Ryan Pearce                      Seconded: Julia Mallett**

9. **Staff Resignation: Motion:** A motion was moved that the resignation letter from Elle Barnes be accepted and effective from the end of January 2023.  
**Moved Abbey Parsons                      Seconded Marina Shehata    Approved**

10. **Financial Report:** circulated in pre reading. Accounts presented for approval.  
**Discussion points:**
- Surplus
  - Power rebate after ongoing enquiry with MOE.
  - Depreciation budget – funds for new Chrome Books and Ipads
  - Vandalism costs
  - Insurance Assessment of Pool complex – discussion on sufficiency – Andy will look through insurance paperwork

**Approved:**

**Action Point: Andy to read through policy and red flag any areas needing checking  
Marriene and Abbey will explore this further and report back**

11. **Policy – three policies were due for review on the schedule**
- **Cyber Safety** reviewed by Miriam, Julia and Shailesh
  - **Alcohol and Drug policy** – reviewed by Miriam, Julia and Shailesh
  - **Swimming Pool** – reviewed by Miriam, Julia and Shailesh
  - **Points to note:** - Triennial Review Program of policies is done over a three - year cycle to fulfil the required policy audit process. Some changes are likely with the changeover to NELPS which are mandated to roll over in January. Shailesh and Jodi will look at the process and after checking with NZSTA to see if they have an update planned, they will come up with a template for Board use.

**Action Point: Jodi and Shailesh will contact NZSTA to check if they have a template and/or information about the changes after the NELPs rollout and then they will develop an Audit Template**

11. **Health and Safety report:** circulated and read in pre reading. For approval

Moved: Abbey Parsons

**Seconded:** Jodi Apiata

12 **Pool: Update and Finances:** Discussion about pool finances and monitoring of spending and bank balances.

13 **Moved: In Committee discussions: Moved:** Abbey Parsons *“that the meeting moved into public excluded session at 7.06pm for reasons of legal and professional privilege and to protect the privacy of natural persons”*

#### 14 Table of action points -

<b><u>Action Point Tasks</u></b>	<b><u>Who</u></b>	<b><u>When</u></b>
<b>Bio details and photo to Abbey for newsletter</b>	All Board Members	Immediate ✓
Write and prepare to give Mihi to board meeting	All Board Members	Immediate ✓
Peruse and red flag any issues re Pool Insurance	Andy to highlight and Abbey and Marriene to explore further	As soon as possible ✓
Discuss policy audit with NZSTA and prepare triennial review template	Shailesh and Jodi	Ongoing into new term 2023

**Next meeting 4pm Boardroom**

Approved:  Date: 27-2-23

Chairperson

**Meeting dates for 2023**

**27 February**

**27 March**

**22 May**

**26 June**

**31 July**

**4 September**

**30 October**

**4 December**