



MINUTES OF MEETING

TE ARA KOROPIKO WEST SPREYDON SCHOOL BOARD

Monday 23 June 2025 - held at Te Ara Koropiko West Spreydon School

PRESENT:

Miriam Marshall (Presiding Member), Marriene Langton (Principal), Julia Mallett, Jodi Apiata

Apologies: Shailesh Singh, Michael Odering, Andy Dumbleton, Marina Shehata (Staff Representative)

In attendance for data presentation: Glen Campbell, Hannah Gardiner, Amy Duckmanton, Denali Lord, Tamara Kepa

In attendance for minute taking: Rachael Stafford

Meeting opened: 4:32pm

1. Karakia, Welcome

Welcome to guests and reminder of their rights as an observer

2. Strategic Discussion

2.1 Presentation breakdown

Hannah Gardiner led the digital presentation and data discussion of the school Reading, Writing and Maths data supported by Glen, and Team Leaders Tamara, Denali and Amy. Data percentages were presented within the parameters of Year Group, Gender and Ethnicity.

Reading data was good across most years especially year six cohort, year three was below expected outcomes.

The new curriculum, expected sometime next year, may present disruption to data as year one will need to perform at current year two.

Upcoming expectations from the Ministry of Education include teaching students at their upper abilities

Writing data was also solid. Denali reminded the board that there were structured literacy interventions and small group support for students who were below where they should be. Regular testing tracked termly being looked at to understand student progression.

Math data looked good at the majority of years presenting at or above the level of appropriate testing.

Tracking current year six students from year 5 in 2024 has seen improvements in reading, writing and math. Glen suggested it would be interesting to track the success of this cohort as they progress into intermediate years.



The Board members acknowledged and thanked the team for the time involved in organising and presenting the data.

Glen, Tamara, Denali and Amy left the meeting.
Hannah Gardiner remained as Guest/Observer
The main meeting resumed

3. **Principal's Report and Variance Report**

The Principal's report has been circulated in pre reading

Discussion points:

Recent meeting with Ministry was beneficial

Moved: Miriam Marshall

Seconded: Jodi Apiata

Approved: ✓

4. **Board Business**

Matters arising from the minutes/action points of May 2025 minutes

Discussed

The minutes of the previous meeting dated 12 May had been circulated in pre reading. The Board approved the minutes and these were signed.

4.1 **Attendance**

Discussion led by Miriam. Questions and discussion around the Ministry's expectations of Boards role in progression of attendance plan.

The questions were raised: as a Board, how can we set a plan that agrees with our values? Do other Kura's agree or is there a way of finding out?

Setting attendance targets is important but strategy needs to be specific to individual whānau needs/barriers. Marriene outlined the current escalation plan released by the Ministry which is broadly designed, rewording is necessary to make it relevant to Primary setting.

The Board do have the rights to lawfully intervene through filing non-attendance documents and take parents to court. How would this be funded?

The Board supports the notion of compassionate discretion in line with the Board Charter.

Action Point: Marriene to follow up with other Principals in Kahukura cohort around alignment of school values with attendance strategies.

4.2 **Delegation for Accountant**

The recent Audit recommended delegations to the school Accountant.

Ministry of Education template was forwarded to the school accountant Geoff Gilliam Consultants.

Document to be updated with specific delegations and forwarded to Geoff



Updated and comprehensive Asset Register started, with photos and clear documentation

Action Point: Miriam and Marriene will update delegations and send to Board for approval

4.3 School Zoning and Out of Zone Enrolments

Other local schools have recently had zoning changes. The questions were raised: what would our ideal zone look like, where would the boundaries be? Do we ask the Ministry for a review? Do we build our roll on Out of Zone enrolments?

Risks of Out of Zone is building a community outside boundaries compromises connections and future funding for Ministry funded expansion.

The decision was made to remain with sibling intake for Out of Zone enrolments, but the Board will review in the future

Action Point: Marriene to contact Janina Konia at the Ministry about Zone review

5. Finance

Finance folder circulated in pre reading

April 2025 accounts approved

No concerns/questions

No disruption occurred during the N4L migration in mid-June.

Staff overpayment has been resolved.

Moved: Miriam Marshall

Seconded: Jodi Apiata

Approved: ✓

6. Property and Health and Safety Report

6.1 Health and Safety

A Lot of general illness between staff and students

6.2 Property

No resolution yet on the possible changes to Argest six-monthly compliance review and report

The proposal from Orion over the relocation of their box will be negotiated directly with the Ministry of Education

Moved: Miriam Marshall

Seconded: Julia Mallett

Approved: ✓

7. Communication in/out

As read, these had been circulated in pre reading



8. In Committee discussions

Miriam Marshall moved -that the meeting moved into public excluded session at 6.10pm for reasons of legal and professional privilege and to protect the privacy of natural persons. Hannah Gardiner left the meeting.

The meeting was resumed at 6.23pm

The meeting closed with a karakia at 6.24pm

Next meeting Monday 4 August 4:30pm, Te Ara Koropiko West Spreydon School boardroom

Upcoming Board Meeting Dates 2025:

Term 3:

- Monday 4 August
- Monday 15 September

Term 4:

- Monday 3 November
- Monday 8 December

Approved: Miriam Marshall

Date: 4/8/25

Miriam Marshall, Presiding Member