



**Minutes of the Board Meeting of Te Ara Koropiko West Spreydon School held on 8 August 2022 at 4.30pm at West Spreydon School, Lyttleton Street, Spreydon.**

**Present:** Marriene Langton – Principal, Abbey Parsons – Board Chair, Marina Shehata – staff representative, Rosa Wakefield, Miriam Marshall, Jodi Apiata (via zoom as unwell) Ryan Pearce – Deputy Principal (for Data Meeting).

**Apologies:** Janice Krammer for Data Presentation (prior commitment)

**Present for Minute taking:** Linda Parsons

**The meeting was opened with a Karakia followed by Whakawhanungatanga with board members sharing an update of their home and work lives and glimpses of the future. Covid is still interrupting lives in our school community.**

**1. Data Report - presented by Marina Shehata and Ryan Pearce with apology from Janice Krammer**

The report covered the data from year start until mid-year. Key areas –

**Reading:**

- Overall staff have been impressed with data and figures. Janice is open to questions on PACT and Maths, TPJ (Teachers Professional Judgement) and the process
- Reading mid-year both by % and graphs were discussed showing that over 83% of children are at or over their expectation
- In answer to a question about comparison with National data – this will need checking – but currently indicates tracking upwards
- Students identified as below are all getting support
- Support programs helping to do all necessary work to achieve goals prior to the end of year 6 (NB this does not include ORHS funded students)
- Gender data almost level across the curriculum
- Ethnicity – all even – no red flags in any ethnic group

**Writing:**

- Very happy with progress
- 76% are at level or above expectation
- Targeting with PACT
- Writing samples across classes were amazing
- Better Start program showing good results
- Students getting adventurous in using much better and harder vocabulary with sophisticated word and topic choices

- Teachers are inclined to be more conservative about progress at mid-year than at the end of the year
- No concerns noted
- More focus on pen to paper than oral stories
- No gender level gaps – even across testing area
- Ethnicity – no group stands out with need
- Question from Jodi/Abbey re Target Group – discussion and reply – interventions happening were clarified and motivation, reluctance and feedback covered.

#### Mathematics

- Maths professional development ongoing for staff – Rob Proffitt's "Just in Time Maths" program will be aligned with new maths curriculum as this rolls out
- Kids love the new maths and problem solving in the "Just in Time" program
- 78% have achieved at or above level
- Year 3 are a target cohort
- No gender differences apparent
- Some ethnicity gaps for Pacific and Maori children which are being worked on
- "Just in Time" maths is an holistic overview of all parts of mathematics

#### Overview

- PACT in the first 6 months of 12 month program
- It is a work in progress to align PACT data and TPJ by the end of the year
- Reading Writing and Mathematics are trending up and also up in curriculum levels
- Target cohort are in the midst of the first year of tracking showing 8% end of year 2 and 10% now highlights that teachers are more conservative mid- year.
- Attendance issues impact the progress for many of the lower performing students. Parents have been advised of this. Work packs have been provided for some and also food to families.
- Discussion on how bands and curriculum sit and how long they take to move through
- What happens when long term truants return to school ie. class return, catch up, refocus, ability to settle and do they need a transitional space - to be explored further
- Variety of programs available but need to be present to progress – Teacher Aides day to day meeting need with strategies for each child.

#### **Main meeting continued:**

##### **2. Minutes:**

The minutes of the previous meeting had been circulation in pre reading and approved

The minutes of the "in committee" meeting were circulated and read and approved with one minor adjustment

#### Matters Arising:

- Signs about using grounds at own risk - these have been ordered
- Flyers re BOT elections have been done

##### **3. Cultural Narrative:**

Abbey spoke to her work in exploring the cultural narrative about the school buildings that make up the hub of the school – the administration block and the names they had been gifted by Ngai tahu when the school was opened. She described them as being part of a big Kete of things needed for the school to work well. Kiwai (the reception and office) were the start of the kete handle which reached all the way down to Whiri Kawe (the staff room) and held all the other rooms within the basket. All the rooms have names of fish which were important to the Maori way of life and important food source. Tuna, Inanga, Kokupu and Kana Kana are the meeting room, the interview rooms and cafeteria. Te Pataka ( Library) means storeroom such as the place where knowledge can be found. She completed a diagram and illustrations on the whiteboard during her talk which was most enlightening.

Rosa will complete the next cultural narrative -topic of her choice.

**Action point: Rosa will complete next cultural narrative – topic of her choice**

4. **Principal's Report:** The report had been circulated as part of the pre reading and was approved

Moved: Rosa Wakefield and Seconded: Abbey Parsons

Matters discussed:

- Pasifika Forum – Cultural Responsiveness, some good topics of interest but numbers were low
- Prices for cover to be erected outside the Library as a side shelter - quote needed
- Encouraging parents to advise outside of school successes for their children – dance, swimming, sports and culture – so the school can share in the acknowledgement of these activities
- CPPA Equity Index which will replace the decile system. Impacts not yet clear and need to keep a watch on this. Children, not community focus for the new funding model – a large number of points to be calculated – to be continued.
- Approval of term dates for 2023 – circulated in pre reading. Approved.

5. **Financial Report:** Report had been circulated as part of pre reading and approved

Moved: Rosa Wakefield and Seconded Miriam Marshall

Points of interest:

- Power usage appears very high – to explore this
  - Staffing budget close to limit - covid and relieving costs high
  - Caretaking and cleaning budgets have both had more than expected costs – to be monitored
6. **Policy:** Abbey has completed the review due. Also: Policy review for Formal Complaints has been done after discussion on process and school policy update.
7. **Health and Safety:** All okay – no incidents to report. School Lockdown practice worked really well and children were well behaved. Ongoing ringing of Alarm discussed. Will keep alarm ringing as warning to parents and visitors to school
8. **BOT Elections:** 7 nominations ( requiring election process) 1 Staff nomination

9. **Principal's Appraisal:** Due, will be completed again by Maureen Kerr – will need to explore a replacement as Maureen is retiring. Appraisal in progress

**Action point: Marriene to complete appraisal process**

10. **Board Task Checklist:** Review all tasks are underway on timeline - Abbey to do this.

**Action point: Abbey to complete review of Board Task Checklist**

11. **Communication:** Risk Assessment Survey - consultation with the school community regarding children wearing Masks in the classroom has been extended for a longer time to ensure more family and community input. To be discussed further at the next meeting.

12. **In committee:** Moved by Abbey Parsons "*that the meeting moved into public excluded session at 6.57pm for reasons of legal and professional privilege and to protect the privacy of natural persons*"

Returned to main meeting at 7.14pm

13. **Action points:**

Cultural Narrative	Rosa Wakefield	Next meeting
Complete Appraisal	Marriene Langton	asap
Board Task Checklist Review	Abbey Parsons	Next meeting

Meeting closed at 7.20pm

**Next Meeting: 12 September 2022 4.30 Boardroom**

Approved:  Date: 12.9.2022

Chairperson