



Board of Trustees GENERAL Meeting

HELD ON WEDNESDAY 30th MARCH 2022 AT 5.30PM

Present: Matthew Macdonald, Richard Scott, Anna Reid (staff trustee), Sandy Hastings, Marcel Frei, Nicole Forster

Virtual: Suran Dickson, Lisa Taylor

Apologies: Sampson Karst, Sue Leadbetter (DP)

Speaking Rights: Jo Smith (DP), Reihana Dougherty (Minute Secretary)

Meeting started at : 5.32PM

Karakia tīmatanga

<i>Ma te whakapono,</i>	<i>By believing and trusting,</i>
<i>ma te tumanako,</i>	<i>By having faith,</i>
<i>ma te titiro,</i>	<i>By looking and searching,</i>
<i>ma te whakarongo,</i>	<i>By listening and hearing,</i>
<i>ma te mahi tahi,</i>	<i>By working and striving together,</i>
<i>ma te whakamomori,</i>	<i>By sheer desire and determination,</i>
<i>ma te aroha,</i>	<i>By all being done with love,</i>
<i>ka taea e matou.</i>	<i>We will succeed</i>

1.0 CONFLICT OF INTEREST REGISTER

Reviewed - no amendments added.

2.0 CONFIRMATION OF MINUTES

Amendments added.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the minutes of the February General Meeting be accepted as a true and correct version of that meeting.*

Moved: Matthew Carried.

Action Items viewed.

Matthew noted the wellbeing of Sandy and the SLT, and added that while there are many tasks we could be doing right now, we need to ensure that we are being realistic with tasks given the current situation (COVID) and pressure on Staff/SLT.

3.0 CORRESPONDENCE

In 2022_02_20 New name for Ferndale Satellite

In 2022_03_09 Paid Union Meetings for school support staff covered by the SSSCA and the KRCA

In 2022_03_15 Official Information Act Request

Out 2022_02_25 Thank You BOSCO

Out 2022_02_25 Thank You Gayle McNaughton

Out 2022_03_16 Official Information Act Request

Read. Note - no response back from Official Information Act Request after response from BTKOP. Board expressed frustration toward the sender of "Official Information Request" at the time lost (nationwide) having to be spent on such requests that are not beneficial to our school operation or student wellbeing.

Inside Out (NGO) have been great in supporting Kura nationwide with communications.

Thanks was given to Lisa for following up with "Thank You" letters.

4.0 PRINCIPAL'S REPORTS

Discussed what's on top.

Every few days we have been reporting cases to our community. We are tightening our processes to ensure we are aware of COVID cases coming from people already isolated at home.

Most cases are from outside transmission in the community. Late last week there was a possibility of one case from transmission at school. Aside from this potential case, we have done a really good job in reducing transmission at Kura.

Roll

4 new enrolments since the Roll numbers were confirmed on Principal's Report.

Lisa asked if there was any room in the budget for something uplifting for the staff to keep spirits high, as well as asking whether that was even a possibility to have everyone in the staff room for such things.

Sandy noted we are trying to put much less extra pressure on staff, ensuring good reliever coverage. We have been doing small tokens of appreciation each week, morning tea/coffees, which tend to last more than one day as we are not seeing the same numbers of Staff in the Staff Room at breaks.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees approve that the Principals Report be accepted.

Moved: Sandy

Seconded: Marcel

Carried.

4.1 2021 Student Achievement Targets Analysis of Variance - Literacy

Last year was our first year implementing a structured literacy approach for Y1-3. Report shows how that went.

Considering it was implementation year, and most of terms 1 & 2 was spent upskilling staff and testing children, while we didn't meet targets, we feel the shift has been considerable. Looking to retest these children again to see in the data that this is a worthy investment.

Y3 and up was spent identifying and gap filling that was needed in terms of structured literacy learning. Younger children (Y1-3) are receiving specific teaching of structured literacy.

Sandy noted that the graphs aren't great and would like to see the start of year data and the end of year data on the same graph to show true progression. Noted for next year.

4.2 2021 Student Achievement Targets Analysis of Variance - Mathematics

No new approach for Mathematics - SLT & Board are not happy with the maths data. 50% of students underachieve or are not where they need to be. The data shows that the further through the school a child who is underachieving goes, the bigger the achievement gap often gets. Jo also noted the Maori achievement data was not good in the report and is an area we want to see lift. Sandy noted that the MOE launched a Maths & Literacy focus last week. Nationally, maths achievement data is dropping.

As a school we are not taking on any other areas of professional development (PD). This is our main focus. We are using a range of strategies, including collaborative strategies. Next year the maths curriculum is being reviewed. Laura is undertaking PD currently which will help us be on the front foot for upcoming years.

Noted to the Board that the Analysis of Variation goes to the MOE with our annual report.

5.0 ASSET MANAGEMENT

5.1 Financial Summary

Student account statements were sent to whānau in early march, 25K back as of the 2nd. Will should see an increase in donations in the next report.

Key Financial Indicators show plenty of capital to meet obligations.

Heat, Light & Power - 16% year to date. Quite high. MOE is going to review this as we have been asked to have the doors and windows open to ventilate while still having to turn the

heating on. From a H&S point of view, warmth needs to be a priority for students and teachers as we come into winter.

There will be extra costs associated with staffing due to discretionary leave.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the Finance Report be accepted.*

Moved: Marcel **Seconded:** Matthew **Carried.**

5.2 2021 Draft Annual Accounts

Finished the year in surplus 33K.

Motion - *That the Board approves the signing of the Statement of Authority for the 2021 Annual Accounts by the Principal and the Board Chair.*

Moved: Marcel **Seconded:** Nicole **Carried**

Sandy and Matthew need to sign this off. Signed during the meeting.

5.3 Property Report

N4L delayed.

More drainage needed in the Junior Playground - may fund some of this with the SIPs funds.

The fencing project is moving along well, the New Entrants area is almost gated. Posts are in, and the panels are being made.

Logic Group - Junior Playground replacement.

What we had hoped for isn't going to work for the Govt. tender, as we had hoped to do it in phases.

The impact of this is a couple of months delay. Marcel asked how much funding is potentially left over outside of this project. Up to 50K-70K depending on how the project goes.

Marcel enquired if Bike racks are on the list, for visitors. Sandy noted we have a number of music teachers and parents who bike in. Our staff bike rack is often fully occupied. Sandy will look at options.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the Property Report be accepted.*

Moved: Richard **Seconded:** Sandy **Carried.**

6.0 HEALTH & SAFETY

Health & Safety Report

The Health & Safety Committee went through the toolbox and reviewed all relevant parts.

Vaccine Mandate and Covid Changes

Schools are now being charged with managing our own health and safety without a mandate in place. A webinar on the vaccine mandate and how schools respond to relevant risk was attended by Suran, Sandy & Jo. Schools will have to temper “risk management” with human rights. There may be cases where we have to have a different level of mitigation around them, depending on the risk. As a school we have some conversations that need to be had to support the decision that will be made, Ferndale, Staff etc.

We can now start having outside assemblies again.

AED

We have a new AED - no training is required, it trains you and talks you through the process as you use it. Lisa asked if it had been communicated to all staff. Yes, but it is more for the community to be able to access at any time (the previous AED was locked in the hall and only available during school hours).

While it can be accessed by anyone from anywhere 24/7. An alarm will sound and an alert will be sent to Sandy.

The AED was sourced by the Red Cross, and the Beckenham Neighbourhood Association gave money for the cabinet.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees approve that the Health & Safety Report be accepted.

Moved: Suran ***Seconded:*** Sandy ***Carried.***

7.0 POLICY REVIEW

Reihana and Sandy will meet at the start of each Term to review policies before sharing these with the Board for review.

Numerous H&S policies up for review.

8.0 IN COMMITTEE

At 7.53PM the meeting moves into a Public Excluded Session for the reasons of legal and professional privilege and to protect the privacy of the natural persons.

At 8.12PM that the meeting resume in Public Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board

9.0 GENERAL BUSINESS

Code of Practice for International Students

Discussion with the Board on the Code of Practice; what it is, what it takes to become accepted. We have been signatories to this since before Sandy arrived. In her time there have been a total of 4 international students. Beckenham does not actively seek these international students (as some schools do). Charging for international students is 11-12K a year. \$900 goes to the MOE for a crown levy, the rest we are able to use as we see fit - with some tuition goes towards T/A funding.

As a board the long standing philosophy here has been that we have enough children here, and we have never looked to seek out these international students. The SLT explained that the amount of work required to stay compliant with the code is becoming quite a lot annually, and it feels morally wrong to be turning away local out of zones if we are accepting international students. In addition to this it creates quite a lot of extra work for teachers and impacts other learners.

Sandy proposes that we don't continue to subscribe to being a part of the Signatory to the Education (Pastoral Care of Tertiary and International Learners) Code of Practice.

Motion: That Beckenham Te Kura o Pūroto withdraw our accreditation of Signatory to the Education (Pastoral Care of Tertiary and International Learners) Code of Practice.

Moved: Sandy

Seconded: Lisa

Carried.

10.0 CLOSING

Karakia Whakamutu

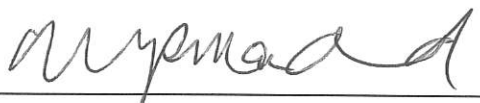
*Kia hora te marino.
Kia whakapapa pounamu te moana.
Kia tere te karohirohi ki mua i a koutou.
Hui e, tāiki e.*

*Let the calm be widespread.
Let the sea be smooth like pounamu.
May the sea be smooth ahead of you*

Meeting closed 8.15pm

Next meeting: 25th May 2022

Confirmed: _____



Date: _____

25-5-22

Actions list. ([click here to see the current action list](#))