

BOARD OF TRUSTEES GENERAL MEETING

HELD ON THURSDAY 30TH MARCH 2023 AT 5:30PM

Present: Sampson Karst, Suran Dickson (Presiding Member), Sandy Hastings, Nicole Forster, Anna Reid, Reena Brinner, Thomas Barta, Marcel Frei

Apologies: Richard Scott

Attendees: Lisa Collier (Literacy Lead, Across School Teacher), Krystal Hunt (Mathematics Lead, Within School Teacher)

Speaking Rights: Reihana Dougherty (Board Secretary)

Meeting started at: 5:31PM

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

Amendments added.

2.0 CONFIRMATION OF MINUTES & ACTION ITEMS

Action items discussed and updated.

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: Suran

Carried.

3.0 MATTERS ARISING

Motion: *That the Board brings Matthew Macdonald's appointment to the board to a close and relieve him of his duties, now that the project he was appointed to work on has been concluded.*

Moved: Sandy

Seconded: Suran

Carried.

4.0 CORRESPONDENCE

Tabled as read. Thomas asked what the next steps are for the strikes. Staff confirmed they are waiting on further communication from the respective unions, who are in discussion.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees accept the correspondence.*

Moved: Suran Carried.

Whakawhanaungatanga takes place. Speakers introduced to the Board.

5.0 2023 LITERACY TARGETS

Lisa Collier presents to the Board. Lisa is the Literacy Lead, and Across School Teacher. She was our in school literacy lead for the past two years.

Our target group is Year 1-3 students - there are no changes to this. Typical expectations will be that at the end of Year 1 - ākonga will be at stage 6 or above. At the end of Year 2 - ākonga will be at stage 7.4, and at the end of Year 3 ākonga will be moved off the scoping sequence and be on the colour wheel, typically at gold.

Lisa and the Board discussed dyslexic learners, and Lisa noted that we need to keep this in mind while looking at the targets. The structured literacy approach and targets we are adopting will support these learners.

Targets, and current data were presented and discussed.

Resources discussed. Lisa noted that we are getting more resources to help teachers with resources specific to their programmes. We have also provided resources to whānau for "how to help at home", and have had Emma Nahna come in and do a structured literacy workshop at kura, with approximately 25 parents in attendance. Readers have been purchased for older learners that are following the same scope and process, with more age appropriate text.

Lisa has taken part in professional development at the beginning of the year, and noted that teaching assistants have some PD that covers structured literacy, at the next Kahui Ako day on the 24th of April.

Lisa noted that from Term 2 onwards, she will be in the classroom hands on with learners.

Marcel asked what happens after Year 3, and if there is a shortfall, how does this go into the Year 4 programme?

Lisa confirmed that structured literacy is present across the year levels, and while it depends on the needs and the learner, structured literacy morphs into morphology and syntax and does not stop at Year 3. Even for "typical" progressing learners, the programme continues in this way all the way up to Year 8.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees agrees to adopt the literacy targets for 2023 as presented by Lisa Collier

Moved: Sandy

Seconded: Nicole

Carried.

6.0 MATHS TARGETS

Krystal Hunt presents to the Board. Krystal is the Mathematics Lead, Within School Teacher.

Our target group is made up of Year 4-8 students to help set student achievement targets, we are using e-asttle for this.

While e-asttle is one way we measure students, we keep in mind it is only one data piece. E-asttle is available from Year 3 to Year 8. We generally don't give this testing to younger students, as the test has quite a high reading content, and this kind of testing is very new to younger (year 3) ākonga. Due to these points, we don't include our 2023 Year 4 students in the start of year testing, as they were not tested in the previous year.

Levels, targets and professional development for kaiako discussed.

Our targets, for all year levels, is that 70% of students will be working at, or above the expected level.

In classroom methods for teaching Math, including move and prove, discussed.

Marcel asked why our targets are set for 70% rather than 75%, Krystal gave reasoning to this.

Krystal noted that we have a particular focus on breaking down mindsets in senior school - including the engrained negative self belief some ākonga have about their ability in Maths. Kaiako are wanting to show ākonga where Math applies, in ways they don't typically consider maths influencing, with a positive disposition. Another consideration in discussion is having staff survey students to find out how they feel about Maths, and finding their baseline - then sharing examples of maths in places students may not be seeing it - coding, sports, cooking etc. Linking values and real life into Maths.

For our junior ākonga, the focus includes ensuring they have exposure to positive experiences in relation to Maths.

Thomas reflected on the 'right and wrong' fear in Maths that may exist for children, he saw a really great benefit to the move and prove method as it allows for challenging thoughts in a positive way.

Marcel gave feedback that the balanced maths seems like a great approach.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees agrees to adopt the mathematics targets for 2023 as presented by Krystal Hunt

Moved: Sandy

Seconded: Anna

Carried.

Krystal and Lisa left the meeting at 6.18pm

7.0 PRINCIPAL'S REPORTS

An FYI was given to the Board in regards to the Y3/4 way of working, in terms of space.

The Year 3 and 4 hub is overcrowded, and we are needing to create space. We have an unusually large cohort in Y3 and 4. Last year HG teachers in Kōwhai had approx 23 students, this year it is looking like 28 and 29 per teacher.

Proposal to the Board; How can we, in an economical way, get the best outcome for teacher time, literacy and maths, learning and support.

Sandy proposes we discuss appointing a 6th teacher, 4 days a week, for 3 hours, which will fall during literacy and numeracy time. We would be asking to spend an additional 23 and a half thousand dollars, on an already stretched budget. Pause and discuss within finance.

Marcel asked what the appointment process would look like?

Sandy noted that because it is not a permanent appointment, that it's a process we (SLT) can do, although as we are not staffed or funded for it, we first need Board approval.

Sandy noted that we have a teacher "waiting in the wings" should we progress with this proposal. They are semi-retired, and specialise in the Y1-4 area, and have experience in teaching Structured Literacy.

Motion: *That the Board approve the additional appointment of a fixed-term teacher (0.5 FTE) to work in the Year 3/4 team.*

Moved: Sandy

Seconded: Marcel

Carried.

Motion: *That the Charter, with the Mathematics and Literacy Achievement Targets added, be adopted for submission to the Ministry of Education.*

Moved: Sandy

Seconded: Suran

Carried.

Student achievement targets that are now approved by the Board will be added into the charter which will go out to the Ministry tomorrow.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees accept the Principal's Report.*

Moved: Sandy

Seconded: Suran

Carried.

EOTC

Year 7/8 Ski trip and tabled documents discussed. This will be held in Aug or Sep.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve the one day Y7/8 Ski Trip to Mt Hutt in T3 in principle*

Moved: Sandy

Seconded: Thomas

Carried.

Y5/6 Camp Safety Action Plan

This was approved by the Board in principle in 2022. The Board is now reading and reviewing a high level finalised Safety Action Plan, which includes more details. Jo has been through the SAP with a fine tooth comb, and has gone back to the team and asked for a lot more detail, which is now included.

In addition to this, we now have a pre-camp meeting checklist, which came from the Boards last conversation on the Y7/8 camp. This covers parent and volunteer behaviour, and covers all the typical camp pre-meeting discussions, but can be used and cross checked for each camp in future.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve the Safety Action Plan for the Y5/6 Living Springs Camp be accepted.*

Moved: Sandy

Seconded: Marcel

Carried.

8.0 FINANCE REPORT

Financial Summary for February discussed.

It is tracking as expected against the draft budget. Income and school donations are looking good.

Thomas noted it would be good to have the dollar value and the tracking dollar value in the financial summary, the Board agreed, and it was noted that usually the detail report is included, which has this information.

School donations discussed.

Motion: *That the February Finance Report is accepted as tabled.*

Moved: Marcel

Seconded: Nicole

Carried.

Full Budget Summary Report discussed.

Staffing discussed.

Budget and details thoroughly reviewed and discussed.

Fundraising and camps discussed.

Motion: *That the 2023 Final Budget is approved by the Board as tabled.*

Moved: Marcel

Seconded: Sampson

Carried.

9.0 PROPERTY REPORT

Tabled as read, discussed.

Thanks given to Richard for all his work on all the property components, and the report.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees accept the Property Report.*

Moved: Sandy

Seconded: Suran

Carried.

10.0 HEALTH & SAFETY

Tabled as read.

Discussed. Thanks was given to Sampson for his support of our kura and our whānau.

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

Moved: Suran

Carried.

11.0 POLICY REVIEW

Policy feedback discussed. The Board agreed to submit feedback in relation to the section for denying an OIA, we would add 'Commercially sensitive', as reasoning for denying an OIA, for example if we were about to purchase residential or commercial property/land etc. or be entering into a new contract and/or have a contract in the process of being tendered for.

12.0 GENERAL BUSINESS

Individual photos to be taken after the meeting.

Sampson left the meeting at 7pm

13.0 IN COMMITTEE

At 7:05PM 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 7:20PM that the meeting resume in Public Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board

14.0 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: 7:21PM

Next meeting: Thursday 25 May 2023, 5:30pm

Confirmed: 

Date: 31/7/23

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