



**Board of Trustees Meeting  
30 June 2020 at 5:30pm.**

**Present:** Lisa Hickling, Sarah Lockwood, Edward Wall, Stephan Lane (WST), Nathan Smith, Mel Auld, Mary T-J, Marlis Resenterra, Michael Rall, Jo Skentelbery (part)  
Martin Parkes (traffic engineer)(part)

**Minute Taker** Edward Wall

**Apologies:** Louise Gawn, Olaf van der Beek,

**Opening and Verse** Read by Mary

**Confirmation of Agenda:** No changes

**Previous Minutes**

Proposal to approve April Board minutes as a true and accurate account, with one amendment as noted below		
<b>Proposed</b> Eddie	<b>Seconded</b> Michael	<b>Carried unanimously</b>

**Presentation and discussion by Martin Parkes (traffic engineer).**

Current drop off and pick up is working well, the main feature identified is the increased safety for children. Martins observation is that the kindy drop off area is the main area of congestion. Martin tabled a proposal to implement a double stacking drop off area to Zone A (Kindy drop off area). It is suggested that this double stacking system is trialled and if successful it can be trialled at the other drop off points.

Creating a new car park at the top of the school above the sports field next to the containers is being considered. This area can be used by parents who wish to walk their kids to class and an area for parents to gather (this is identified as an important factor to keep the wonderful character of the school and allow parents to interact, to coordinate play dates, sports and other out of school activities).

A workshop is being arranged with TCC 'travel safe'. This will be a public meeting, which is scheduled for the next term. To develop a school travel plan, which will include drop off, pick up, walking and cycling routes, walking bus, and other features.

There is a need to have a dedicated staff car park. Formally this was the area that is now the pickup point B. This will be trialled in the car park outside the Michael hut.

As there is now reduced parent to parent contact and parent to staff contact, further strategies are being developed to keep these important connections in place. Ideas being considered are the parent liaison taking a role to organise gatherings, increasing the Friday market.

**Report from Jo on the "Student Progress Report – classes 4-7, mid-year 2020"**

The report was tabled and discussed. Jo emphasised that we are in unusual times due to recent lockdown. The report is based on a small snapshot of student progress. Results are generally good. Excellent results noted at the end of the report with 6 of the 7 children identified as needing assistance & monitoring have improved their scores.

Teachers are very tired from essentially working for 21 weeks (holidays missed as they revised their lessons to be delivered via digital media). The teachers have been well supported by Mary. All the staff feel that there are great benefits to the current drop off & pickup system, the main thing being the smoother transition for the children coming to school.

The Board proposes the current dropoff and pickup and parent/staff interaction is continued to be developed. The priority being Safety and Wellbeing for all.		
<b>Proposed</b> Nathan	<b>Seconded</b> Mel	<b>Carried unanimously</b>

**Actions Arising from previous minutes**

None

**Correspondence**

Inwards: Star Elections & gazette.

Outwards: None.

**The finance report was tabled and accepted:**

The audited accounts now received. The accounts were filed late, but there has been no consequence from this.

Marlis to check external funding options for Solar panel installation.

Mel was asked to write a thankyou to Marlis for her huge efforts recently to undertake many of the admin roles.

**Management report was tabled and accepted:**

A variety of personnel issues were discussed. Mary is currently working on the plan and details to address teaching staff issues.

Due to the increased workload on the teachers over the last 2 terms additional support has been brought in where appropriate. The cost of the additional resources is still within the schools budget. Marlis is constantly monitoring this and will raise any concerns if they arise.

The recent IT transition (computer migration) has not gone well and has generally been stressful for the staff.

Mary & Micheal discussed that the school & kindergarten are seeing a general trend of more children with severe behavioural issues. The school staff are outsourcing to deal with these issues.

**H&S Report tabled**

No discussion

**EOTC Report tabled**

No discussion

**Compliance**  
No discussion

**WST Update**

A report from the WST went out in the last Wednesday window.  
Water supply around the school was upgraded during the lockdown  
The WST is undertaking an organisation review. A Workshop is being planned to determine what roles are required.  
Louise Gawn is coming back soon and has had a good break.

**Next meeting**

Tuesday 4<sup>th</sup> August 2020 at 5:30 pm

Meeting finished at 7:20 pm

**Actions Arising**

Marlis	Check external funding options for solar investment
Mel	To write a than you to Marlis.

*MM*  
*04.08.2020*

### **Nag 1 Curriculum –Teaching and Learning.**

- Term 2 ended with a quite a dash all things considered. A rewritten Matariki play was performed for the whole school and Class 6 parents and was remarkable in both its vision and enactment. This was followed by our largest Lantern Festival to date with staff reporting an enhanced preparation and implementation quality. An invitation to the community to bring neighbors and friends was a nice extra touch and resulted somewhat surprisingly in media coverage.
- Class 1 is completing a short Number intensive before proceeding to a European Fairy tale Main lesson. Meanwhile class 2 is immersed in Pacific Island tales with some 30 flax flower outriggers having undertaken a maiden voyage. The fleet proved predominantly creek worthy. Class 3 have taken to their new Bell ringing duties with alacrity this term. It would be true to say that their enthusiasm for the task is not yet matched by skill and accuracy of execution. In their spare time they are preparing for their play. Class 4 are working on a combined local history and local geography Main lesson with a number of outings planned. The first of these- a trip up Mauao has already been completed. Class 5 have launched into a study of Ancient Egypt, Class 6 are studying NZ biographies and Class 7 are in a history block about the Great Explorers and the setting up of the Silk Road Route.
- Recent advice about our eligibility for the national Waldorf Kahui Ako (with attendant funding) has proven to be a very disappointing no-go. Other options will be discussed with the board. Meanwhile our teachers continue to take part in this venture subsidized by SEANZ.

### **Nag 2, 7 & 8 Self-Review, Documentation, Policy**

- The new SEANZ Special Character Review Tool is tabled and it is suggested that the board work together on one section to raise awareness of this area of our compliance.

### **Nag 3 Personnel**

- Three of our seven classes have started term 3 with new teachers or changed teaching situations. We have an ex- class teacher secured in a .2 release position shared between class 1 and 4. We have a relief teacher in Class 5 supporting a sick leave situation and a change of staff in class 2 to support maternity leave. To manage the transition for this last class our senior mentor teacher has agreed to co-teaching for 4 weeks. Teacher wellbeing continues to be a high priority.
- Negotiations for the Principals Performance Agreement were completed recently, and an appraiser engaged. A first meeting is planned for August 14<sup>th</sup>.
- The Principal and lead teacher recently graduated from Te rekemauroa - a five-month Professional development te reo intensive. This was a language course designed especially for teachers.
- Over the Term break the school hosted a Professional development concerned with therapeutic interventions. A part of that a parent evening was held.
- We are currently operating at about 1.5 FTTE over our staffing entitlement. Our total balance at Pay period 9 is \$152.38 which is well over our entitlement balance of \$139.71. The difference of (-9.63) equates to \$27, 594. The principal will discuss this further.

#### **Nag 4 Properties and Finance**

- Financial monthly reports as well as commentary will be tabled.
- The moderation process for our ORS and High Health students has commenced.
- The overflow parking site at the top of the hill was reinstated and upgraded over the term break to offer kindergarten farm day and other optional parking to the community while maintaining the drive through option.
- A number of smaller upgrade and maintenance projects were also completed over the term break. These included a re-carpeting re-purposing and reconfiguring of the admin block, and a number of porch and resource room storage upgrades

#### **Nag 5 Health and Safety**

- A number of referrals either for small groups, assistive technology and for learning support are currently either in the pipeline or urgently pending. Additional crisis funding has also been received.
- A community meeting was held in the week past with the Tauranga City Council Travel safe coordinator and our traffic engineer. Attendance was disappointing with only 8 parents. However, the discussion was lively, and some further steps have been drawn out. A copy of a proposed survey designed by Travel safe will be tabled for discussion.

#### **Nag 6 Administration/Compliance**

- The current roll is 208
- There have been three enrolments this term in classes 4 and 6 and one exit since our last meeting. There is one enrolment pending for Class 7 and some four little ones due from the kindergarten through August.
- A summary report of Attendance in Term 2 is tabled.

Mary T-J

*JHM*  
*04-08-2020*