

Newtown School Board of Trustees

Meeting Minutes



Mon 8 Aug 2022, 6.35pm
Staff room and Zoom

Present:

Alysha Stephens (parent, Zoom until 9.00pm), Fatima Amin Sheikh, Hine Te Tana (Zoom, until 7.35), Jess Gorman (chair), Joe Winkels (from 6.50pm), Justine Henderson (Zoom, until 8.15), Leanne Whitfield (until 9.34pm), Linda Martelletti, Maraea Pukeke Pine (Zoom until 7.35), Nick Booth, Nicki Read, Steve Kerr (minutes), Yadana Saw.

1. Karakia timatanga

2. Conflicts

No conflicts of interest were declared.

3. Elections update

Jess said there had been seven nominations for the board election, which is great. She said Melissa will coordinate the election, but it is part of the board's role to promote the election. There are NZSTA materials the board can use, it's mostly about encouraging people to vote. Nick said we could do some posters, and email the community to see if people would join a zoom. Yadana said that we could do a session at pick up after school, that's a good time to catch parents.

Maraea suggested that candidates could do a little video about themselves. That might be easier for people to engage with than kanohi ki te kanohi.

- **ACTION - all candidates to provide short video to Melissa to upload**
- **ACTION - Nicki to schedule a meet the candidates afternoon tea after voting papers go out and invite all candidates**

4. Ngāti Kotahitanga update

Maraea started her presentation and explained that the assessment tools used by Ngāti Kotahitanga are Te Reo Matatini for literacy and Pāngarau for numeracy.

There are currently 21 tamariki in Ngāti Kotahitanga. Whaea Susie and Whaea Hine also support Maraea. She said the comments from whānau show that they place importance on whakapapa, places, and whanaungatanga. We wouldn't exist without our whānau.

Maraea spoke about the areas of strength for Ngāti Kotahitanga. Using activities from the Te Ipu Kōrero oral language programme has increased the fluency, accuracy, speed, language structure, and vocabulary of tamariki. The pepeha sessions have increased tamariki confidence and tuakana/teina support. For tuhithi (writing), the Wetereo grammar programme and setting writing goals has worked well. For pāngarau (maths) frontloading maths vocab before sessions has helped build maths vocabulary and language skills.

Hine added that it's really important to frontload the context-specific vocabulary when teaching maths in te reo.

Then Maraea spoke about the assessment data for Ngāti Kotahitanga. She said that the data for pāngarau shows that some tamariki are at the same level as at the end of last year but it doesn't show that tamariki are making progress within those levels. She said that all kids are sitting at their expected level at the moment.

Maraea talked through some of the strategies planned to accelerate pāngarau learning. She said that the tuakana have indicated that they'd really like to learn division this year.

Then she spoke about the pānui (reading) levels. She said there was some red showing on the chart, for kids who are needing a bit more support. She said these are the tamariki who have come into teh whānau without a kohanga reo background.

Maraea said that tuhituhi (writing) is focus area for the whole school. She said the majority of kids are red, and this is a focus area. She then described some of the actions planned for Ngāti Kotahitanga to address this.

Nicki said she wanted to acknowledge the work that Maraea and the team have done to pull together the presentation. It's a lot of work to assess where kids are at. Nicki also acknowledged the range of ages of kids in Ngāti Kotahitanga.

Jess said it was great to have the presentation and to see the amount of work and different approaches that are happening. There's a lot for us as a board to take in and understand. Yadana asked if there was an overlap with the structured literacy approach that the board heard about at the last meeting, does that also apply to Ngāti Kotahitanga? Leanne said the context is different because te reo is more regular than English. Maraea said we have our own approach to structured literacy.

Joe thanked Maraea for her presentation and the level of detail she had included. He said he appreciated the work to protect the anonymity of kids in a small class, which she had done.

5. Mid-year achievement report

Leanne responded to questions that had been submitted by board members on school achievement data since last meeting's presentation. She said the school has been using a new tool called Hero to store and analyse data, but the data itself hasn't changed. She said that overall teacher judgements or 'OTJs' are now recorded at curriculum sub levels. There are three sublevels within each level, cos levels run to two years. So the data is captured in the same way, but the reports look a little different.

Nicki said she did not think that the school had over estimated achievement in prior years, but it had been good to have new teachers to bring a new perspective to our moderation.

Nicki said that Covid disruption had definitely affected achievement, not only in terms of the direct impact on students, but also in preventing teachers from working together as teams. Some kids have been away multiple times.

Nicki said that the school's big focus at the moment was on responding to the mid-year writing data. This week we're having a second round of observations, that's a big part of improving practice across the school.

Leanne said that her speiding time in Waitangi as a fifth teacher has really helped because having smaller groups of kids make it much easier to target needs.

Nick asked about what the school could do to address the issue with literacy in year 6. Could it be addressed by having extra teachers?

Nicki said that the class size in Waitangi is about 31. That's a bit more than the other whānau, but within the normal range of ratios. There's always a positive impact from having more teachers. But when we think about the possibility of funding more teachers, we need to remember that that will come at a cost in terms of what else that funding might be used for.

Leanne said that the purpose of the mid-year assessment is to inform on what we focus on in the second year. It's been really good this year to have a really good steer for the second year.

Yadana asked what we could learn from other schools about the impact of Covid on learning. Nicki said most of the conversations at the Kahui Ako are about anxiety and looking out for the wellbeing of students, whānau, and teachers.

Nick asked how structured literacy was being implemented. Leanne said some things were being put into practice straight away, we can blend the new skills with our existing programmes. We focused on structured literacy at the last teacher only day. Helen is working alongside teachers in whānau now.

Fatima said that when she learned English, she was taught in the structured way Helen teaches it, but her kids at Newtown have been learning in a different way. She said she was happy to see Helen’s approach.

Nick asked whether we should factor in the number of ESOL learners into the overall school numbers? Or is there a way to show the progress of individual learners within, so we can see progress, even for kids who have started from a low base? Nicki said there may be a way to do that in PACT. We might be able to show progress across sublevels of curriculum.

- **ACTION - Nicki to look at how achievement reporting could show progress of learners across sublevels of curriculum, and how overall reporting could factor in ESOL learners**

Nicki asked Nicki to keep an eye out on progress in between reports, so the board could see whether the changes that are happening are having an effect. He said he would like updates or examples on this, but not in a way that would add additional work for staff.

6. Action items

106	Start a google doc for board members to collaborate on an induction document	Jess	Carry forward
105	Draft plan for delegating finance role due to illness	Nick	Closed
104	Speak to Haidee and report back on plan for ILE review	Nicki	Closed. Conversation ongoing, new action: ● ACTION - Nicki to prepare draft ILE questionnaire, seeking questions from teachers and leadership, and bring to next meeting
103	Invite Yadana to speak to staff on arts strategy	Nicki	Carry forward
102	Provide feedback on draft arts strategy	All	Carry forward
101	Review achievement report and contact Hilary and Debbie with any questions	All	Closed

100	Look into whether the school could develop a green/natural environment policy	Yadana	Carry forward
098	Take a look at the survey material in the shared folder and provide feedback by next meeting	All board members	Closed ● ACTION - Nick to send out engagement survey
096	Take note of what events we're at in the community and what opportunities there may be for engagement with whānau Māori and the wider community	All board members	Closed
091	Bring plan a plan for spending the \$12,000 Beginning Principal funding to next to meeting	Nicki	Closed - on the agenda
089	Follow up with whaea Hine about conservation of carving	Nicki and Joe	Closed - on the agenda

7. Previous minutes

Jess moved that the minutes of the July meeting be approved as true and accurate. The motion was seconded and passed unanimously.

8. Principal's report

Nicki said the document in the folder shows the costed activities that she proposes to use the new principal wellbeing funding for.

- **MOVED AND PASSED - the board approved in principle the proposed activities for the principal wellbeing funding**

Nicki said that the assurances document in the folder shows the assurances that she needs to give for this term. They are colour coded red/amber/green to show where there is risk.

Leanne said that last month, as a response to our writing data, each teacher selected a couple of students to monitor. She said we haven't tried this before, it's experimental to see if it can help kids who are working towards the right level, but are not quite there. She said we think those are the kids who we can make the biggest difference with.

Nicki encouraged all board members to read Sally's update on English language learners programme support.

Nicki said she had attended the NZSTA conference and it was excellent. She said several of the speakers were brilliant. Nicki said she's meeting again with Michelle this week to plan the goals for her appraisal. She said that school had had Arohanui Strings run sessions last term. They were very good, we may do it again if there is funding

Regarding the swimming pool, we had a good working bee on Sunday. The fire alarm will be sorted by mid August. Ben from Aquazone is coming in this week for a look.

Nicki said there had been a few changes that affected the budget. She said that she thought it was worth noting and making adjustments to the budget so it accurately reflects the school's current position. The adjustments are listed in the report.

Nick asked Nicki about the new Equity Index system that replaces the decile system. Nicki said she had recently attended a session on this and would share some information.

- **ACTION - Nicki to share info on EQI number system**

9. Written reports

Ngāti Kotahitanga

Joe said he'd been trying to encourage people to stand as board members. Whaea Hine has been in touch with the carver about conservation work, and there should be more information from him soon.

Finance

Nick said the finance report for June is in the drive. He said we had a deficit of \$18,004 against income for the month to 30 June. Our income against budgeted expenditure for the year to date at the end of June showed a \$160,846 surplus. He said the budget is tracking reasonably well. Nick informed the board that there were some notes of significance to review in the June finance report.

Property

Yadana said she had asked Sustainability Trust to do an energy audit of the school. She also told them that we're interested in their waste minimisation workshops.

10. Next meeting

Jess said the next meeting will be the first meeting of the new board. She planned to send out a draft agenda, and she encouraged everyone to come along for at least part of the meeting.

Karakia whakamutunga

The meeting closed at 9.45pm

Dates of future meetings

Monday 19 September 2022

Monday 17 October 2022

Monday 21 November 2022

Monday 12 or 19 December 2022