

Newtown School Board of Trustees

Meeting Minutes



Monday 19 June 2023, 6.30pm
Staff room and Zoom

Board members: Fatima Amin Sheikh, Nicki Read, Yadana Saw (arrived 7.15 pm), Shannyn Edmonds, Naomi Taylor, Jess Gorman (chair), Joe Winkels, Nick Booth.

Also present: Derick Vaitogi (parent, left 8.00pm), Seepa Vaitogi (parent, left 8.00pm), Debbie Purves (kaiako/teacher, left 8.25pm), Hilary Lintott (kaiako/teacher, left 8.25pm), Steve Kerr (minutes), Maraea Pukeke-Pine (kaiako/teacher), Leanne Whitfield (kaiako/teacher, left 8.25pm)

Apologies: Lisa Morunga, Mitzi Henderson

1. Karakia timatanga

No conflicts of interest were declared. There was a round of whakawhanaungatanga.

2. Mid year achievement review

Jess said that since the achievements reports have only just been made available, this item would be added to the next meeting agenda.

- **ACTION - Jess to put mid year achievement on next meeting agenda**

Nicki began by acknowledging the amount of work involved in producing the achievement figures. She said they can just look like numbers on a page, but there's a huge amount of work involved.

Māori medium

Maraea presented the Maori Medium mid year progress and achievement report.

She said there are now 23 tamariki in Ngāti Kotahitanga. She described the assessment tools used: Te Reo Matatini (Literacy), Te Reo ā-Waha (oral language assessment), Tuhituhi samples, Pānui haere (running records) and comprehension probe, JAM/GIoSS, and observations.

Maraea said that Hilary had been working on adding the report to Hero.

Reo-ā-waha (oral language) - Maraea said that 11 tamariki at the expected level, 7 are above the expected level. She said that 4 tamariki are working towards the expected level with support, and 1 has a modified programme. She said that two of the year 7 students are late immersers and have made great progress. There has been a big improvement by tamariki.

Maraea described what opportunities are offered for tamariki who were above the expected level, such as karanga and whaikōrero. She also described the other programmes in place for 'expected' and 'toward' tamariki. She said that sometimes te reo isn't always used by tamariki in class but in small group work and one-to-one you can hear how good they are.

Tuhituhi (writing) - Maraea described how evidence is gathered for the tuhituhi assessment. She reported that 14 tamariki at their expected level, 2 are above their expected level. She said that 6 tamariki are working towards the expected level with support, and 1 has a modified programme.

She highlighted the things that had been focussing on, such as intentional teaching actions. Maraea said she had used the 'above' tamariki to support the 'within' tamariki, using tuakana-teina and scaffolding

Pānui (reading) - Maraea said that 13 tamariki with their expected level, 3 are above their expected level. She said that 4 tamariki are working towards the expected level with support, and 1 has a modified programme.

She said that after the results last year there had been a lot of intentional teaching on pānui last year. She said it had been cool to see increased engagement and understanding. Five students in particular have made great progress.

Pāngarau (maths) - Maraea said she was really proud of how much progress the tamariki had made. She said that 19 tamariki are within their expected level, 1 is working above their expected level. She said that 2 tamariki are working towards the expected level with support, and 1 has a modified programme to support their needs.

Maraea said she uses JAMS and GLOSS in te reo Māori for assessment. She said that using real life context has accelerated engagement by tamaiti. She said that overall it's been amazing to see the shifts in tamariki.

Naomi asked whether we have the right resources in terms of pukapuka and pānui? Maraea said yes, we've got lots. She said that Sam has dropped off boxes. Some books have different dialects like Kai Tahu, Kahungunu, etc and the kids ask what's this kupu? Some of them know the difference between the dialects.

Joe said he wanted to make sure we shouldn't undervalue the amazing progress. He said it's been amazing to see and we should celebrate it. He asked Maraea about what things have really helped accelerate the improvement that we could do more of? Maraea said some of the additional programmes have made a big difference, for example the Ipu Kōrero tool has made a huge difference across all curriculum areas. It has been a really massive success.

English medium

Hilary and Debbie presented on the whole school (English medium) mid year progress and achievement results. They said some of the highlights were the reflective comments from learners. These showed that kids know where they're at and their meta cognition is developing. Also there is a huge diversity of programmes running such as art, mosaics, gardening, dance club, coding club, Arohanui strings, choir, Manaaki Monday, Rippa Rugby, Bonobo gym, Kidswrite, camp, EOTC trips.

Students are engaged in and think positively about their learning. tamariki show passion towards te ao and te reo Māori.

Hilary and Debbie showed the shift in PACT data for the current cohorts in years 3, 4, 5, and 6 in writing for 2022 and 2023. They said the PACT data was very affirming because it confirmed what teachers are seeing in classes. It's a visual way of showing the progress that doesn't always show up in other data.

They spoke about programme changes recently, for example, structured literacy programmes are up and running in Tūi and Harakeke and using writing progressions to track progress and set goals.

Mathematics - Debbie and Hilary presented the data analysis for mathematics for mid year 2023. The target for 2023 is 70-80% at or above expected level. Currently the year 6s are at 59%. This is up from 48% at the end of last year. The targets for next year would be adjusted.

They said that something to celebrate was the fact that 81% of year 4s, 84% of year 3s, and 84% of year 2s are working at or above the expected level. Something to monitor was the fact that 25% of year 5s are working towards the expected level. Something where support is needed was the fact that for the 52% year 6s working towards expected level.

Writing - Debbie and Hilary presented the data analysis for writing for mid year 2023. One of the school's targets for 2023 was to have a minimum of 70% of all students progress at or above the expected rate. Currently 51% of students are working at or above expected rate.

Another one of the school's targets for 2023 was to have 70% year 6 students working within curriculum level 3. Currently 41% of year 6 students are working in curriculum level 3 or 4. Another one of the school's targets for 2023 was to have 80% year 4 students working within curriculum level 2. Currently 70% of year 4 students are working in curriculum level 2.

They said that something to celebrate was the fact that the year 4s are on track to meet the achievement target by the end of the year, and nine year 6 students had moved from 'towards with support' to 'towards'.

Something to monitor was the fact that 90% of year 3s are working at level 1 of the curriculum. Some areas where support is needed was the fact that 60% of year 6s are working at level 1 or 2, 70% of year 5s are working at level 2, 30% of year 4s are working at level 1.

Reading - Debbie and Hilary presented the data analysis for reading for mid year 2023.

One of the school's targets for 2023 was to have a minimum of 80% of all students progress at or above the expected rate. Currently, 66% of students are progressing at or above the expected rate.

Another one of the school's targets for 2023 was to have 70% of year 6s meeting expectations. Currently 42% of year 6s are meeting expectations.

They said that some achievements to celebrate were the fact that 79% of year 5s are at or above expected rate, 75% of year 4s are at or above the expected rate, and 68% of year 6s are working in curriculum level 3 or 4.

Some areas to monitor were the fact that 48% of year 2s are working towards expectations, and 38% of year 3s are working towards expectations.

An area where support is needed was the fact 58% of year 6s not meeting expectations.

Māori and Pacific students in English medium - Hilary and Debbie said there are 38 Māori students in English medium. For reading, 68% of those tamariki are at or above expectations (compared to 66% in the whole school). 32% of those tamariki are working towards expectations in reading.

For writing, 45% of those tamariki Māori are at or above expectations (compared to 51% in the whole school). 55% of those tamariki are working towards expectations in writing. For maths, 63% of those tamariki Māori are at or above expectations (compared to 76% in the whole school). 37% of those tamariki are working towards expectations in maths.

There are 42 Pacific students in English medium. For reading, 60% of those tamariki are at or above expectations (compared to 66% in the whole school). 40% of those tamariki are working towards expectations in reading.

For writing, 45% of those Pacific tamariki are at or above expectations (compared to 51% in the whole school). 55% of those tamariki are working towards expectations in writing. For maths, 74% of those Pacific tamariki are at or above expectations (compared to 76% in the whole school). 26% of those tamariki are working towards expectations in maths.

The presentation ended and board members asked questions.

Naomi asked what support there is for year 6 students who still need support, to help them transition to their next year. Hilary said we have quite in-depth discussions with SWIS in terms of their learning, friendships, etc. Some will start the transition to SWIS early. But we don't have any control over what learning support they will provide.

Yadana asked to see year on year progress for the current year 6 cohort, who we've been watching for the last couple of years. Nick said the numbers made him a bit concerned about the numbers, in terms of achievement. What we're hearing is that there's a challenge with fundamental literacy. We need to look hard at that.

Leanne said we have tried different things like structured literacy and other interventions but at the end of the day it's the same number of teachers with the same number of kids.

Jess asked what a whānau or parent could expect to see in their child's learning record if they are assessed as 'working towards'. Nicki said you'd expect the family to know before then, the learning record is not designed to be a surprise. You would have had a conversation about that. The learning record is supposed to be a celebratory document. But the PACT results in the learning record will also show parents where the kids are.

Naomi asked about the English medium achievement for Māori and Pacific tamariki. She asked if the school was happy with that. Debbie said that the levels are not the same as the overall school but they are similar. She said we do want those levels to be the same, we're working towards that.

Jess said she was interested in hearing more about how we support kids in the transition from curriculum level 2 to curriculum level 3. It's quite a jump in complexity so we'd like to know more.

Nick said he'd like to hear more from Helen Walls about how structured literacy is going. Nicki said we're working with her all the time, she's just done some observation. She comes in regularly to observe and suggest tweaks to our approach.

Jess asked whether there is a way that the board could use its funds to support year 6 kids who are not tracking to be ready by the end of the year. Hilary and Debbie said yes we would love to be able to get more access. Nick said it'd be great to see the school reach the target that was set for that cohort.

Hilary said ideally at writing time, it'd be good to have someone to take small groups, but at the moment there are lots of reasons that doesn't happen. There's only so much teachers can stretch themselves to do with 29 kids. She said it has been great to see the nine kids go from 'towards with support' to 'towards'. That's the kind of progress we'd like to see from the other students.

Nick and Naomi, Yadana encouraged the board to think creatively about how to support the year 6 cohort.

- **ACTION - Nicki to consider options to provide additional resource to year 6 (e.g. in writing)**
- **MOVED - that the board approve funding for this in principle**

Motion was seconded and passed unanimously.

3. Ngāti Kotahitanga proposed expansion

Nicki said the subcommittee had met to work on this and she would be recommending that Ngāti Kotahitanga expand. She acknowledged there is a lot of mahi ahead to get this done, including reviewing the enrolment scheme, informing mana whenua, teaching staff and so on. She had met with Clifford at Otari School and the Ministry of Education advisor.

Nicki asked the board members for their thoughts.

Jess said it's really amazing that in such a short time we could get this decision made. She thanked the subgroup for their work.

Nick said he'd like to thank Helen and Phil for the work they'd put in on this, and Naomi has been great. Joe thanked Nicki as a Ngāti Kotahitanga parent. He acknowledged her leadership in taking this forward. He said this idea has been around for a while and on whānau minds, and Nicki's leadership has meant that it is moving forward. Joe said it's very exciting to see this proceeding, it's a turning point in Ngāti Kotahitanga's whakapapa. It's exciting to be a part of this, to be expanding our rumaki.

Shannyn said that it was a surreal moment. She said hers was one of the whānau who have been waiting to see this happen. She said she thought that sometimes things happen at the right time, with the right whānau and the board and school leadership. She said the akomanga had seen its ups and downs. It's very exciting.

Naomi said it was a great process, we had lots of Te Tiriti allies around the table.

- **MOTION - Nicki moved that Ngāti Kotahitanga be expanded to two classes and that the school to take the necessary steps to achieve this**

Proposal was seconded and passed unanimously.

- **MOTION - Nicki moved that Ngāti Kotahitanga cap be increased to forty tamariki**

Proposal was seconded and passed unanimously.

Nicki said that at the next Ngāti Kotahitanga whānau hui, whānau could think about what they'd want in the other kaiako.

Nick said it would be good to also put aside some funds to re-do the website.

Naomi said the subgroup had talked about letting mana whenua know next, then whānau Maori in the wider kura, then the whole community.

4. Tumuaki report

Nicki said the school is getting a lot of out of zone requests at the moment because people are interested in our te reo Māori offering, and also from new hospital staff who don't live in Newtown. She said she is generally accepting these requests, but soon the school will reach capacity. She said sometimes it's hard to say no to some very strong cases, but we need to be careful to follow our rules. She said the school has got space to take more tamariki.

- **MOTION - Nicki moved that an additional six out-of-zone places for children in years 1, 2,3 4, 5, or 6 are created for 2023 (in addition to the ten out-of-zone places for year 1 students)**

The motion was seconded and passed unanimously

Structured literacy - Nicki said there were a lot of interesting things going on at the moment. She said the school is upskilling teachers and observing how it's working across the school. Helen's been doing some deep thinking for the school, it's not just a quick fix.

National young leaders day - Nicki said she hadn't been before, there were inspirational speakers. She said 15 young people attended the day. She thought it was something we should do again, but she'd review the approach for selecting the kids who go.

Cyber safety evening - Nicki said about 100 people attended this, and there was great turnout across all communities. It was pretty uncomfortable and hard hitting at times. She said the school had sent out some other materials today by email. She said most people were really grateful about the opportunity to be honest. She encourages board members to talk to other parents about how they found it and what support they need.

Jess asked whether many kids come to school with phones. Nicki said increasingly there were kids in Waitangi who did, about 10 or 12. She said they're not allowed to have their phones during school, we lock the phones up.

Learning support - Nicki said that Sarah is doing an amazing job, she's highly productive and really championing our learning support corner.

Staff - Nicki said there were two new staff, Holly Keast and Benjamin Nicoll, who are teacher assistants. She said there are some whānau coming in with really tricky needs. She said she'd had some conversations with the Ministry advisors. She told the board that they should know that as a board. It was really challenging for teachers.

Farewell for Julie - Nicki said the farewell was really special and lovely. She'd been with us for nine years and people love her.

Leave - we support our kaiako who need to take leave

- **MOTION - Nicki moved that we approve Kath Foale to go on leave for three weeks**

Motion seconded and passed

- **MOTION - Nicki moved that we approve Annabel Bursten to go on maternity leave for 12 months**

Motion seconded and passed

Principal appraisal - Nicki said that Michelle Whiting would like to meet to talk to the board as part of the 360 degree assessment, in the afternoon prior to the next board meeting.

Property - Nicki said the building warrant of fitness is now on track. She said the roofers are coming for Stage 2 of the roof project.

She said Lynn is quitting Aquazone, so we need to do some thinking about what we do. Nicki said Lynn was doing the daily chlorine checks and caring for the pool, so we'll need to find a new arrangement.

Fono - Nicki noted the growth of the Samoan fono. She said it was great to attend that meeting for Samoan Language Week and be asked to stay. It was exciting to hear the ideas for strengthening the school for Samoan whānau, and great to be a part of.

Nick asked Nicki to thank the whānau who participated in the fono for sharing their thoughts.

5. Te Tiriti

Jess said this new section on the agenda is an opportunity for people to share their experiences relating to te Tiriti, te reo and te ao Māori, and so on.

Joe said at his mahi there's a small group of kaimahi Māori who have had the opportunity to present at senior leadership level which is cool. He said it'd made him think about what more he could do.

Naomi said she'd been to the Kia Mau festival, there were lots of great performances and theatre. She described the show Kōpū celebrating wahine Māori, which talked about the kupu 'wahine' and what it means. She had also seen lots of other amazing performances.

Shannyn spoke about her mahi. She said her work has started to understand its Treaty role much more recently, its embedding tikanga Māori into its capability training. She said that in her personal life she had been utilising traditional karakia more to begin and end her days.

Nicki said she had a good thing and a bad thing. The good thing was that she was recommended a book about Pakeha being allies to te Tiriti. The not so good thing was visiting her parents and they had had a pamphlet put in their mailbox opposing co-governance. She said it was confronting to see that.

Yadana said she had been working on the regional council's long term plan. She said the council's six mana whenua partners had finally been given a seat at the table to work on the long term plan.

Nick said that at his work te reo lessons have been restarted since they stopped a few years ago. They had restarted on condition that work also runs te Tiriti training. Nick played a role in inviting the te reo group into his work.

Jess said that her wider family was having a falling out over Facebook comments from a cousin who repeats dog whistle messages. At work she is working on the implications of incorporating tikanga into NZ common law.

Fatima said that her younger brother has just graduated with a PHD in chemistry, she said she's very proud but sad that she can't be there to celebrate with her family. She's started to do mediation and grounding, based on the idea of mother earth and father sky from te ao Māori.

6. Portfolio reports

Policies - Nick said the Education Outside the Classroom policy is up and ready to have a look at. He said if board members have any thoughts, they should provide feedback before the end of term. It's gone out to the school community.

Health and safety - Nick didn't attend the meeting. Nicki said the notes from the meeting are in the folder.

Assurances - Nicki gave her assurance to the board that:

- the Digital Technology and Cybersafety policies and procedures are being implemented correctly
- computer security and cybersecurity systems are reviewed and up to date.
- student absences are correctly recorded, monitored, and followed up
- the Child Protection policy is in use, being implemented correctly, and is publicly available.
- staff are engaged with the Abuse Recognition and Reporting policy, including indicators of abuse and procedures for reporting abuse
- staff and students have completed trial evacuations each term and emergency planning and procedures are up to date
- twice a year a board member has checked the processes and authorisations used to make payments to staff members, particularly the payments made to the principal and others in the school with payroll responsibilities

Te Tiriti - Joe said that he and Naomi were about 75% of the way through their work on Te Tiriti strategy. He said they hope to present a draft to the next board meeting. He said they've also been meeting with kaimahi Māori in the school to talk about te Tiriti.

Finance - Jess said the accountants have been really busy this month so the report for May is not ready.

7. Previous minutes and action items

Jess asked the members to accept the minutes for May as true and correct. The motion was seconded and passed unanimously.

Then Jess ran through the open action items:

#	Action	Assigned to	Update
142	add to a future agenda (probably July) item on boards role as kaitiaki of school, placemaking, etc	Jess	Carry forward
141	meet to coordinate quiz night and coin trail	Jess, Mitzi, Naomi	Carry forward
140	add Te Tiriti as an agenda item	Jess	Done
139	invite Mark Brown to present to August board meeting on bees	Nicki	Carry forward
138	make a list of odd jobs that need to be done to share with school community	Nicki	Done
137	email members to invite them to join sub committee to discuss the proposal from Ngāti Kotahitanga whānau	Jess	Done
134	Follow up with Audit NZ about school's audit obligations	Jess	Done
132	Review school calendar and look at scheduling plan emergency management and digital safety parent workshops for next term	Nicki and Joe	Carry forward - change so just emergency management
130	Present to board on themes from staff exit interviews	Nicki	Carry forward - change action to share digitally
129	Work on signage and a place for welcoming manuhiri, etc	Naomi and Nicki	Carry forward
127	Research ways to acknowledge Whaea Maraea's hard mahi to make the noho marae a success - suggest to Kahui Ako that they celebrate the achievement	Mitzi and Jess	Carry forward - change to Nicki action
123	Work with Jess on co-chair issue	Naomi	Carry forward
122	Meet to talk about the school website and comms channels	Nicki and Mitzi	Carry forward
119	Report back to next meeting on approach to ILE review	Leanne and Nicki	Carry forward - change action to share digitally
106	Start a google doc for board members to collaborate on an induction document	Jess	Carry forward

8. Items for next meeting

Nicki said we'll need to do consultation on the strategic documents.

10. Closing karakia

Next meeting

- Thursday 27 July 2023