



Draft Newtown School Board of Trustees Meeting Minutes

Monday 17 February 2025, 6.40pm
Library

Board members: Joe Winkels (co-chair), Nick Booth (co-chair), Nicki Read (tumuaki), Naomi Taylor, Trey Tanuvasa, Fatima Osman Amin, Jess Gorman, Danielle Te Whaiti

Also present: Steve Kerr (minutes), Keri Rimene (parent).

1. Karakia timatanga

Joe welcomed everyone. Attendees introduced themselves to Keri who was attending the hui. Nick confirmed there were no conflicts of interest. Nick said the board had sadly accepted Katy's resignation from the board. He thanked Katy on behalf of the board for her hard work.

2. Te Tiriti in action

All board members shared examples of honouring Te Tiriti in their lives. These included: appreciating Justin Tipa's speech at Waitangi on the Treaty Principles Bill; overseas whānau members expressing an interest in Te Tiriti who have not done before, because of the Bill; preparing submissions on all the Bills that are coming through; conversations with kids about the political climate at the moment; noticing the approach of different schools beginning the the year with pōwhiri.

3. Tumuaki report

Attendance - Nicki said there's quite a lot in the report about attendance. She said it's not new, the school always tracks it and works hard to understand what's going on and to bring tamariki back. The school will develop an attendance management plan later in the year.

Jess asked how the roll compares to previous years. Nicki said it's 320 at this point, which is very similar to previous years. Nick said do we need to do anything to help with the plan? Nicki said no it's just business as usual.

Naomi asked when the truancy service gets involved? Nicki said only when the school has tried everything else. She said there are two people there that the school works with so they understand our people and our community.

Nicki said the school will need to work out how it treats absences when families take time off during term to visit family. Some tamariki have most of their family overseas.

Unit holders - Danielle said unit holders are kaiako who get a bit more money for leadership roles. She said the school has a certain amount of budget for this. The school has just confirmed a job description for this. They also get release time of ten hours per term. Some are permanent in the role and some are fixed term. The existing focuses for unit holders are: sport, EOTC, values champion, te ao Māori, cultural leadership, home and school connection, technology, art. The new focuses for 2025 are music, tangata tiriti, wellbeing, new curriculum changes and application.

Trey asked how Nicki helps the permanent unit holders to keep it fresh. Nicki said that's a good question, she said she makes the units available to a range of kaiako who might be interested.

Kapa haka - Danielle said we have about 20 new tamariki who are keen to join kapa haka which is great but also is a challenge for upcoming performances. She said we've had to choose a set to work with their level.

Staff - Nicki said we've got an awesome staff this year and we've started really strongly across the board. She said it helps to have only two new teachers so it's pretty stable.

PMP (Perceptual Motor Programme) - Nicki said this is an awesome physical motor skills programme that we received grant funding for at the end of last year.

English Language Learning - Nicki said school had begun preparation and gathering of English Language learners information ready for funding in March. She shared a link to a review that Sarah and Linda did last year.

Teacher and staff only day - Nicki said the staff had chosen to think through what was important, in the face of curriculum change. Some other schools would have gone straight into structured literacy PD or similar. She said she felt it was important to focus on bicultural practice, curriculum design, integrity.

He Ranga Tipu - Danielle said the shift from Te Kakano to He Ranga Tipu was underway. She explained the system that has the kaiako working across all the whānau groups over a two year period.

Naomi asked how the tamariki are finding it. Danielle said she was painting the mural during the week and all she could hear was te reo. She said the buy-in from kaiako has been excellent.

Property - Nicki said it was great to have a working bee to repair the playground. She said the hall has been repainted and the fees have been increased a little bit. She said the market fees have increased a little bit too.

- **ACTION - Jess to follow up with parents to train as lifeguards so the pool can be used on the weekend.**

Decisions

- **MOTION - Nicki recommended that the board approve leave for Kath**

The motion was seconded and approved unanimously.

- **MOTION - Nicki recommended that the board approve discretion for up to 20 out of zone tamariki each year**

The motion was seconded and approved unanimously. Joe said it would be good for the school to think about how we ensure those whānau are involved in the life of the school, even if they live in a different suburb.

Nicki thanked Jess Wood who helped with the Official Information Act request, she went above and beyond to help us to prepare our response.

Assurances and policies - Nick said these will be done over email.

- **ACTION - Nick to email community to consult on policies**

Health and safety - Nicki said there hadn't been a meeting yet.

Budget - Nicki shared the budget. She said there had been a few adjustments from the version the board saw in December. She said it's quite a tight budget, there's not much to play with. She said the budget takes into account price increases for electricity and so on. She said the market has agreed to pay a bit more. There is a small deficit projected. She said we regularly go through the budget with Maneesha and review it.

- **MOTION - Nicki recommended that the board approve the budget**

The motion was seconded and approved unanimously.

Trey encouraged Nicki to spend some budget on herself because she puts in so much energy into the role but she is so reluctant to spend the principal budget on herself.

4. 2025 Strategic Direction

Nicki asked all the members to write down some detailed ideas for the annual implementation plan.

5. Future meeting dates, election, and future agenda items

Nicki proposed the following dates for 2025 BOT meetings:

- Mon 17 February
- Mon 5 May
- Mon 28 July (achievement report)
- Tues 19 August
- Tues 7 October
- Mon 24 November (achievement report)
- Mon 15 December

Nicki moved that:

- **MOTION - the date of the BOT election be 10 Sep 2025**
- **MOTION - Melissa to be returning officer**
- **MOTION - the election be run digitally**

All motions were seconded and approved unanimously.

Board members identified the following future agenda items:

- Constitution
- Trey and Fatima item (including support for Pasifika students)
- Playground
- Principal's review
- Meet new staff including support staff - and kai

6. Delegations and cooptions

Nick asked board members to confirm that everyone was happy to keep their portfolios and stay with the current delegations. Everyone agreed.

- **MOTION - Nick proposed that Fatima be coopted onto the board**

The motion seconded and approved unanimously.

- **ACTION - Nicki to appoint a new staff representative for board**

Nick asked all board members to remind themselves of the code of conduct.

7. Previous minutes and action items

The minutes of the previous meetings were approved as true and correct.

#	Action	Assigned to	Update
207	Circulate BOT hui dates for 2025	Nick and Joe	done
206	Share an update on cultural competency at the next board meeting	Trey and Fatima	carry forward
205	Share the past comms survey results and other material with the board	Nicki	done
200	Add playground mahi to their work programmes	Portfolio leads	carry forward
198	Add school website, comms, and social media to agenda for a future hui	Joe, Nick	done
197	Explore whether the screening of Tatarakihi could be held at a cinema	Nick, Trey	done
193	Draft up a health and safety overview document and bring to the board	Nicki	done
189	Consider how to ask whānau at Whakanuia next week about barriers to achieving or excelling and possible solutions	Nicki	done
178	Look into what can be done to support Palestinian whānau	Naomi and Fatima	carry forward
175	Prepare a calendar of community events, language weeks, etc	Trey and Fatima	carry forward
173	Update notes of portfolio responsibilities (in New BOT members induction folder)	All	carry forward - DUE 5 MAY 2025

8. Closing karakia

Meeting closed at 9.10pm.