

Newtown School Board of Trustees

Meeting minutes

Wednesday 2 May 2018, 6.15 pm, school staffroom

Present: Annette Gittos; Mark Brown; Lucy Kebbell; Kelvin Harper; Alice Cooke Harvie and Debbie Purves (item 1); Sally Hunter and Nicki Read (items 1 - 2); and Jo Gould (minutes).

Apologies: Julie Bennett; Victoria Esson and Karen O'Leary.

1. Curriculum design presentation

Nicki, Alice and Debbie updated the Board on the International Conference (Edulead) they attended in Sydney last term, and the thinking this has led to in terms of curriculum design at Newtown School. A lot of what was heard at the conference was affirmational in terms of where the school is heading.

A key message from the conference is that education is at a time of change - when thinking about curriculum design, teachers need the freedom to look ahead. In particular, schools need to consider how to prepare the students for what is ahead, and gain the skills they will need.

Nicki, Alice and Debbie took the Board through Newtown School's **Learning Lens** framework, which includes beliefs, contexts and practices.

Beliefs - relationships are at the heart. It's about genuine connections, positive tone of conversation, eye contact and interest, emotional regulation, and sharing stories.

The aim is to have a values-based curriculum that teaches to the whole child (heart, mind and soul).

Parents and students are involved in the process of developing the curriculum, and the values are woven through goal setting, curriculum delivery, awards (etc).

Practices - having the right people is important. Seeing where the barriers are for the children, and finding their strengths and passions, are important. Being collaborative and creative, adaptive and resilient, inclusive, passionate, reflective and progressive are also important. The idea is to learn and teach alongside each other.

Context - aiming for a “future focused curriculum that prepares learners to reimagine their reality”. Programmes are inclusive and open enough to cater for student choice, creativity, passionate and initiative. Programmes that integrate learning areas. Learning that has real contexts and real life skills. Concept based inquiry (use a concept to learn new information and the “so what” i.e. action and reaction). Wide curriculum that encourages the arts, sports, science, technology and the environment. It’s also about kids being leaders.

Since the conference, there has been a staff development day, with the discussion focussing on collaboration, being “10% braver”, having honest conversations, testing the curriculum to align what staff say and with what they do.

What’s next - gathering targeted student thinking around their learning, what gets them engaged and what their passions are. Developing and creating **the Newtown School story**, and sharing that story with the wider school community. Reviewing the use and practice of assessment, refining curriculum documents, exploring integration of learning areas across the school, continuing to deepen best teaching practice, and refining programmes such as Curiosity Monday, Whanau Friday, and Action Stations.

2. Report on PB4L Behaviour Management Results

Sally provided the Board with an overview of the PB4L OBR report (covering Terms 2, 3, and 4 in 2017, and Term 1 in 2018). Sally opened with some general observations, including that there is a more positive feeling around the school. Students are being more supportive of each other.

Sally commented that successful interventions are in place for Tier 3 students (intensive wraparound service, high and complex needs support, and learning support (including strengthening families, RTLB)). Ministry teams are working with teachers to develop and implement behaviour plans and classroom strategies. Professional development with staff has been undertaken, on how to deal with trauma and attachment issues. Extra staffing is in place to support students with learning or behavioural needs, and to help ensure students transitioned smoothly into their new classrooms. Programmes like Whanau Friday help develop positive relationships among students. Clear expectations of behaviour are displayed, taught and modelled in each learning space. Bell times have changed (shorter playtime, longer lunchtime) which is working well, along with activities being offered for children to participate in at lunchtime.

Cards of awesome continue to be given out and celebrated, working towards school-wide awards.

Sally presented on the minor and major incidents in Term 1, in comparison to Terms 2 - 4 of last year. Physical aggression was the most common incident last year, but has dropped considerably in 2018. Most incidents are occurring in the lead-up to lunchtime, and throughout the lunch break until the transition back to class at 1.45 pm.

3. Previous Minutes and Actions

The minutes of the 28 March 2018 Board meeting were approved and the action items were discussed and updated.

The Chair observed that Daniel Petersen hasn't attended a Board meeting since October 2017. As he has missed more than three consecutive Board meetings (November 2017, December 2017, January 2018, February 2018 and March 2018), in accordance with the provisions of the Education Act 1989 (section 104(1)(c)) his position automatically became vacant. Mark will follow-up with Daniel and Ngati Kotahitanga about ongoing representation on the Board.

4. Final 2018 Annual Plan

The 2018 Action Plan has been included (as a link) in documents Mark has sent to the Board. Mark indicated that he would send the Plan around to all Board members so they have a copy.

ACTION: Mark to circulate Annual Plan to Board members.

5. Finance

Mark commented that he is working with the auditors to prepare the annual financial accounts and report, which is due to be submitted to the Ministry by the end of the month.

Mural update

WCC are supporting the mural project (being completed by Michel Tuffery and Charles Williams), and the Newtown Residents Association have also contributed \$1000. A Give-a-little page has been set up to help fund the project.

The Board discussed issuing a press statement to generate more interest to raise more funding

ACTION: Annette to draft a press release about the mural, and then run it past Wellington City Council.

Maria Cotter has developed a contract of service with the artists, reviewed by Lucy Kebbell, and was yet to be signed. There is an ongoing conversation about the extent to which the school can use the mural design (it is likely that the school will need the permission of the artists before using the design in publications etc).

6. Principal's report

Mark tabled his monthly report to the Board. Items discussed included:

- Swimming pool - Two meetings were held in April 2018 to progress the school pool upgrade project - the first with the project team at Newtown school, and the second with the Wellington City Council Pool Manager. WCC confirmed that the best option for progressing the upgrade is a lightweight wall and roof system, plus the new filtration system that doesn't produce condensation. WCC still see this as a worthwhile project but we need to represent the business plan with the updated costings. This will be done in the next couple of weeks. Mark is keen for the tendering process to be completed by the end of 2018.
- Communities of Learning - the change manager has interviewed every school, with the aim of producing a plan of action and timeline. The initial feedback from the interviews will be presented to the schools at a meeting on 3 May 2018. An "expert partner" has also been appointed to work with the schools and their Boards.
- New build update - The completion date will be either 31 May or 6 June (the issue is when the construction of some external seating will be completed, but everything else is on track). Furniture will be delivered when the school has possession of the new building. The balustrade on the top story legally has to be one metre, but 200 cm has been added (so it will be 1.2 metres in height). Lower fences have been put in place in areas where children will not be able to access. The priority is to finish the main building and to get the students and staff in (stage 1). Removal of prefabs will be part of stage 2, as will the school car park, re-roofing of Tui and the construction of the junior playground - the school will contribute around \$3500 from the maintenance budget to provide some more colourful matting.
- Opening of the new building - the plan is still to have a blessing of the new building once possession has been handed back to the school (perhaps at 9 am so children can participate). The plan also allows 2 to 3 days to move items in to the new building. The Ministry has protocols around the formal opening of new buildings. Need to let FANS know once we have a clear idea about the plan for the official opening. Then there will be an opportunity for the wider community (including former students) to walk through and hear about how the new environment will work.
- There have been discussions with the Wellington City Council about traffic management for school drop-offs and collections once the new building is open. The proposal is for a drop off

zone on Mein Street (between 8.30 - 9.00 am and 3.00 - 3.30 pm). Parents and caregivers will need to stay in the cars, with school wardens and a teacher available to support children to get to the school gate in the morning.

- 35 new entrants were enrolled last term (much higher than previous years), all within zone. The school is asking parents to pre-enrol so staff can plan for new students.
- NZEI have indicated that there will be a second paid union meeting (on either 18 or 19 June).

8. Committee reports

Fundraising

Lucy indicated FANS has developed a list of grants and when they come up, and items that might be appropriate to apply for funding for (including murals, hall refurbishment, bike and scooter storage, playground equipment, specific educational materials for the dyslexia programme, translation costs, sports equipment etc). It would be good to get an indication from the school about where to focus efforts (Mark and Kelvin indicated that basketball hoops, a slide for the junior playground, and technology for students are priorities). Quotes will be required to support and grant applications.

Action: Mark and Kelvin will raise the issue with the Leadership Team, and get back to Lucy with an indication of funding priorities.

9. Any other business/correspondence

Steve has complained about the early arrival of trucks as part of the Saturday market. Mark has followed this up with the market organiser. The market organiser has discussed this with Steve and the stall operator concerned.

10. In-Committee

The Board moved into committee at 9:15 pm to discuss personnel and other matters. The Board moved out of committee at 9:35 pm.

Next meeting: 30 May 2018

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