

Newtown School Board of Trustees

Meeting minutes

Wednesday 23 September 2020, 5:30 pm

Present: Jess Gorman, Nick Booth, Haidee Westwater, Amelia Handscomb, Yadana Saw, Victoria Esson, Mark Brown, Nicki Read, Louise Conwell and Jo Gould (minutes).

Apologies: none

1. Karakia

2. Previous minutes

The minutes from the meeting held on 26 August 2020 were approved. One additional action item was added to the list of actions arising from the previous meetings.

3. Board positions

Both the Board of Trustees and the Ngati Kotahitanga whānau are keen for a representative of Ngati Kotahitanga to be on the Board. Nick confirmed the advice from the Ministry of Education that it isn't possible under the Education Act to create an ex officio position as Ngati Kotahitanga isn't a "body corporate" or separate legal entity, which is a requirement under the Act for a group to appoint members to the Board. This leaves the option of the Board co-opting a representative from Ngati Kotahitanga onto the Board.

ACTION: As the Board is unable to create an ex officio position, Amelia will look into developing a policy to ensure that the Board, after the triennial elections, looks to co-opt a Board member who represents the Ngati Kotahitanga whānau.

ACTION: Jess to make contact with Ngati Kotahitanga parents who expressed an interest in joining the Board.

Jess pointed out that the Board also needs to find a member who is keen to take on the role of Treasurer as Victoria will be finishing up in that role at the end of the year. Nick expressed an interest in hearing more about the position.

4. Principal's report

Mark tabled his report. Items discussed included:


- The school is busy planning for 2021. Overall staffing numbers are set to decrease, by up to about 1.5 FTEs, as a result of the school enrolment scheme stabilizing the roll numbers. Mark pointed out that there are not many families moving in or out of the enrolment zone, so the overall roll growth is remaining reasonably stable. As children move through the school, the teacher to student ratio changes, leading to fewer teachers overall. The Board could look to open the enrolment scheme up a little, to increase roll up to around the 400 mark. **ACTION: The Board agreed to look at this at next month's meeting.**
- The responses to the cultural responsiveness survey had raised some questions/expectations around using Te Reo for English medium students. Mark commented that students can be taught at different levels of Māori instruction. Each level is defined by the proportion of time the student is taught using Te Reo Māori – e.g. Level 4A involves children being taught in Te Reo for one day a week. The school plans to engage in an expression of interest process, asking parents and caregivers whether they would consider this as an option for their child/whānau. The school would meet those that are interested to discuss options. Depending on the response, the school may trial a level for a year, and whānau would need to commit to the programme for the full year. The school will potentially be advertising for one new teacher next year, so depending on the outcome of the EOI the school could recruit for someone with the required level of Te Reo. The Board was supportive of the idea, commenting that the option needs to be as accessible as possible to meet any demand.
- The Board approved a Teacher Only Day in Term 4 (date to be confirmed by the school), as part of the days approved in the collective employment agreement for professional development. The Board indicated that it would be preferable if the day fell on a Monday or Friday, and if

possible if it aligned with a Teacher Only Day in other schools where students from Newtown School may have siblings attending (eg SWIS has one around Labour Day).

- Louise reported that the TFI (tiered fidelity index) audit result for PB4L was 100%, meaning that the school's Tier 1 and 2 systems are ticking all the required boxes. Board members congratulated the school on this great achievement.

Board self-review

Jess welcomed Chris Rowan from Impact Education, who facilitated a session with the Board on reviewing their goals and progress.

A handwritten signature in blue ink, consisting of a stylized 'C' followed by a horizontal line extending to the right.

