

# Newtown School Board of Trustees

## Meeting Minutes



Monday 11 December 2023, 6.40pm  
Library and Zoom

Board members: Nicki Read, Yadana Saw, Joe Winkels (co-chair, from 7.45pm), Nick Booth (co-chair), Jess Gorman, Shannyn Edmonds (from 7.15pm), Fatima Osman Amin (from 6.50pm).

Also present: Steve Kerr (minutes).

Apologies: Naomi Taylor, Trey Tanuvasa.

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### 1. Karakia timatanga

Nick welcomed everyone and confirmed there were no conflicts of interest. He said that until there was a quorum, the meeting could not do business but could discuss key points and record that decisions need to be made.

### 2. Tumuaki report

Nicki asked the board to accept Mitch's partial resignation. She said that Mitch has requested to work 0.6FTE of her role following the completion of her thesis. Nicki said that Alice Cooke has asked to increase her hours to 0.8FTE.

- **MOVED - to accept Mitch's partial resignation**
- **MOVED - to approve Alice's increase in hours**

Motions were seconded and passed unanimously. Nick congratulated Mitch on behalf of the board for completing her thesis.

Physical restraint - Nicki said that board approval is required in order for three teacher assistants (TAs) to use physical restraint on one student, as part of that student's safety plan, in the instance of dangerous climbing. She said the child's parent has consented for this to go ahead. The TAs are Alysha Stephens, Nathan Filer, and Harry Lake. She said they have to do two parts of the training, first the module that all the teachers have done, then a second part on training for physical holds and release.

- **MOVED - to authorise the three teacher assistants (Alysha Stephens, Nathan Filer, and Harry Lake) to do training on physical restraint and holds and to use physical restraint if necessary as part of the safety plan**

Motion seconded and passed unanimously.

Nicki said the school had also met with the Ministry and property advisor to work out options to ensure the upstairs balcony is as safe as possible.

Wellbeing principal support - Nicki had used some of this funding to support whānau teacher groups to do something together. She said making others happy to help them work well makes her happy too.

Property - Nicki said the ramp is done. She said she had a quote for \$8000 to create a bench outside the hall, as the current one is falling down. She said the school had been gifted \$6000 from a whānau. Jess said we should put something on the bench to thank the donor.

- **MOVED - to approve the expenditure for the bench**

Motion seconded and passed unanimously.

Ten Year Property Plan - Nicki said at the property meeting, the Ministry made it clear that the available funding can only do the roof and some other essentials. There will not be enough funding for the playground. Nicki said the matting is in bad condition, but we could fundraise for that next year, and perhaps do some other work on the playground too. Yadana said it could be a good project for early next year.

Bikes - Nicki said the container arrives next week to store bikes. The painted track has been designed. She said Tania Austin has worked so hard this year, and had lots of conversations.

Bees - Nicki said the school had invited parents to have a conversation about the bees and no one came. She said the school had contacted the whānau with allergies. She said it will now be February that we will get the bees in.

Budget - Nicki presented the updated budget. She noted that the projected deficit for next year was \$8000, which is better than last year. She said the budget for support staff was reduced because of some changes to the students that attract funding, so there'll be less funding. She said she was confident that we can manage with that level of support staff funding.

She said she had shared the budget with Manisha multiple times and she's comfortable with it. She said the school is still reviewing the insurance costs, and seeking advice as

they seem like they may be too high. She said the school is lucky to keep getting market funding, and to have the pool functioning.

Yadana commented that audit fees are very high and that would add up to a lot across all schools nationally.

Nick asked whether the budget was still accumulating cash in hand? Nicki said yes, that's the idea, the school is still working towards having a target sum in the bank.

- **MOVED - to approve the budget for 2024**

Motion seconded and approved.

### **3. Strategic plan**

Nicki said the draft plan had been organised with Te Tiriti strongly weaved into everything. She said there are goals for ākonga (learners), kaimahi (teachers and staff), and whānau me te hapori (families and the community). She said she had tried to keep the strategic initiatives really simple. She said the first line of strategic initiatives is for 2024, and the second next line is for 2025. She said she had really focused down on the things that are going to make the school better at what it does.

She said the draft plan is the result of the survey, staff input, and school leadership. She said it hasn't got student voice in it yet, only indirectly.

She said the goals for ākonga in 2024 are focused on really growing our collective values, collaboration, and respecting one another. For kaimahi, the goals are focused on collaborative teamwork, because this is crucial - it's the core of teachers as practitioners. For hapori the goal is focused on kaitiakitanga - e.g. arts, community responsibility, and the school being a gathering point for the community. Nicki said this was the hardest one.

Yadana said she thought it was clearer than previous plans. She said Nicki had really boiled it down to its essence.

Jess asked who is the 'we' in box 3.1?. Nicki said it's meant to refer to the whole community. Jess suggested tweaking the wording so it's clear what we're wanting the wider community to do, as opposed to things the school would do.

Jess said that the reference to being a successful learner should be emphasised more in the goals and the initiatives for year one of the strategy.

Nicki asked whether board members think that the strategy reflects Te Tiriti strongly enough? She said that the wording aligns with the Tiriti strategy, but you might expect some more wording. Nick said he'd like Joe and Naomi to go over it from a Te Tiriti lens.

- **ACTION - Nicki to circulate the link to the updated strategic plan and the Te Tiriti plan to all board members for comment**

Jess said it would be good to have the strategic plan agreed for the beginning of the year, in time for teacher only days.

#### **4. Previous minutes**

The minutes of the November meeting were approved as true and correct.

#### **5. Closing karakia**

Meeting closed at 8.50pm.