

**MINUTES OF THE BOARD OF TRUSTEES MEETING
HELD ON WEDNESDAY 21st AUGUST 5.30PM**

ADMINISTRATION

Welcome

Shaun welcomed everyone to the meeting and led them in Karakia.
Special welcome to Hayley Stodart and Vicki Collett who were presenting Year 2 Literacy Intervention Summary Report.

Present

Shaun Neeley (Chairperson), Steve Wadsworth (Principal), Darnelle Darlison (Staff Rep), Simon Ellis, Jane Campbell, Mike Deuchrass & Cameron Davis (Parent Reps).

In Attendance

Jacalyn Reid (Minute Secretary)

Apologies

None

**Declaration of
Interests**

Noted as they arise. New board members to email board chair with any declaration of interests.

MONITORING & REVIEW

Intervention Summary

Hayley & Vicki presented Year 2 Literacy Intervention Summary Report to board.

- 18 students were identified as priority learners.
- Students worked with the teacher, teacher aide and intervention teacher.
- Students all made some form of progress in reading and all except 1 made progress in their writing level.
- Related writing to relevant everyday experiences.
- Oral language was a need with some of the students and improvements were made not only in their writing but also in oral language and communicating with others.
- Will continue writing programme in Term 4 along with hands on experience.

Shaun thanked Hayley and Vicki for their report and for the work put into the intervention programme.

Principal Report

Previously circulated and taken as read. Steve highlighted the following points;

- Health & PE curriculum review will be presented at next meeting.
- Year 7 Stewart Island Camp proposal and RAFs presented for board approval. Board members approve that camp proceeds as per documentation presented.
- School Council would like to have a play pit. Board is happy for the council to go ahead with this project but would like to see their plans/ideas for this and also how the council is going to fundraise for it.
- School was closed due to snow conditions on Monday 5th August.
- Board approval given for teacher aides to change students following soiling incidents etc.

Steve moved to accept Principal Report

Seconded - Shaun

Mid Year Data Report

Steve presented report on Mid Year Data for Reading, Writing and Maths.

- Reading - overall 82% of students are working within or above the expected level. Also, an increase in Maori students working within or above from 66% last year to 79% this year.
- Writing - 74% working within or above expected level. Maori figures are the same as last year with 66% working within or above.
- Maths - no change in these figures. 78% school wide working within or above with 65% Maori achieving the same levels.

2019 Targets are for identified Year 2 priority learners to make progress in Reading & Writing and Maori students not meeting curriculum expectations to make accelerated progress in Literacy & Numeracy.

Finance Report

Finance report as at end of July 2019 previously circulated and read. Everything tracking along fine, figures looking healthy. Total income received to date is 78% of budget and total expenses to date were 56% of budget.

Cameron moved to accept Finance Report

Seconded - Shaun

Property Report	Previously circulated and taken as read. <ul style="list-style-type: none">• Schoolhouse has been re-let. New tennant moving in 15th September. Simon moved to accept Property Report Seconded - Cameron
Pastoral Care	The meeting then went In Committee at 6.30pm Was moved that the public be excluded from the following part of the proceedings of this meeting. Moved - Shaun Seconded - Jane This resolution is made in reliance on Section 48(1)(a) of the Local Government Official information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act of Section 6 or Section 7 or Section 9 of the Official Information Act 1983, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows; <i>Individual student matters were discussed.</i> Moved that meeting come out of Committee 6.40pm. Moved - Shaun Seconded - Jane
Policy Review	Appointments Policy reviewed and adopted. Moved to accept - Shaun Seconded - Cameron
HEALTH & SAFETY	Report previously circulated and read.
DISCUSSION	
School Charter	NAG 1, SA 1 & 2 and NAG 2 reviewed and discussed.
ADMINISTRATION	
Correspondence	Previously circulated and taken as read. Inward correspondence be accepted and outward correspondence approved. Moved - Shaun Seconded - Simon
Confirmation of Previous Minutes	Minutes of previous Board meeting which were previously circulated, be signed as a true and accurate record. Moved - Shaun Seconded - Cameron
MEETING CLOSURE	
Date of Next Meeting	25 September 2019 at 5.00pm
Meeting Closed	Meeting closed at 7.55pm

Signed as a true and correct record

..... Chairperson