

TITAHI BAY SCHOOL BOARD OF TRUSTEES
Minutes of the Board of Trustees Meeting held on
Monday 27 March 2017
at 5.30p.m.
at Titahi Bay School

1. ADMINISTRATION

1.1 Present:

Kerry Delaney (Principal), Sarah Campbell, Lynn Lang (Secretary), Scott Hemsley, Gaby Wesley-Smith, Ria Tomoana, Lynette Renouf, Sharon Thompson

Ria led Karakia

1.2 Apologies

Nil

1.3 Declaration of interests

Nil

1.4 Welcomes

Sarah welcomed Miranda McMahon, Mike Laing, Rebekah Maskell and Sharon Hartley to the meeting.

2. STRATEGIC DECISIONS:

2.1 Strategic Plan

We didn't get to discuss this we need a little bit more time. Homework is: looking at our current Vision and Mission statement and trying to tie this into our KURA values.

2.2 BOT times for meetings

We discussed the times. Everybody got here tonight for 5.30pm - next meeting is for 5.45pm. The staff rep thanked everybody for this change in time

2.3 COL updates

Sarah and Ria attended the Steering Group meeting and shared information with Board. Sarah has met with two principals who are leading the COL at the moment to discuss BOT roles. Jamie and Candis are on the data group for the COL and Mike and the New Entrant teachers are on the Early Childhood Transition group for the COL, Kerry is on the Principal Group.

Kerry moved a motion that Sarah Campbell will be our 2017 representative on the Western Porirua Cluster COL. - carried.

Sarah can take any other board members to these meetings but she is our representative.

2.4 Enrolment Scheme Sign Off 2017

Section 11A of the Education Act 1989 - We have to as a Board decide if we still need an enrolment to prevent overcrowding at Titahi Bay School.

Gaby moved that the school has an ongoing need for an enrolment scheme to prevent overcrowding or the likelihood of overcrowding at the school. The Board believes that the home zone in the present scheme should be retained without amendment - carried.

Sarah signed the document and sent to the Ministry of Education.

Sarah moved that the Strategic Decisions be passed – seconded Scott.

3. STRATEGIC DISCUSSIONS:

3.1 Tri-Sharon Staff Rep

Sharon shared a survey that she sent out to teaching staff on the 2017 Triathlon. She felt that after 9 years and teachers giving so much time to the triathlon it was timely to do this.

3.2 Camp

Camp this year is at Forest Lakes (31 October - 3 November). Kerry shared the costings, what we are charging parents and how we will raise money to cover this. No child will miss out on camp because of this.

Sarah moved a motion that the Board approve the 2017 camp at Forest Lakes - carried.

3.3 Health and Safety

Steve and Kerry have just completed a scan of the school and Steve is working on any areas that were noticed. Eric Ashby is in next week to start the 10YPP and this will bring up any other health and safety concerns that we haven't noticed.

3.4 Target Programmes for term 1, 2017

Mike shared the work we are doing around the SHINE project with Joy Allcock, our Early Words project and SPRING into Maths. All of these programmes are to move our target students and at the end of term 2 Mike will share the results of these. Mike shared the PD for teachers with NZCER on mathematics and the plan for the year, again this will have an impact on target students.

Miranda shared the setup for the Study Programme this year and how we identify students who are eligible. The school wide data for Term 1 was shared and the plan around students who need support.

Sharon Hartley shared the plan for ALL in Years 4-6 and how we identify the target students for this programme. Sharon also identified the major change between 2016 ALL programme and 2017.

She will work with this group for 15-18 weeks and feedback at the end of Term 2 on the gains made.

Sharon also shared what her role is as SENCO for 2017 and the steep learning curve she is on. Sharon made the Board aware of the numbers of children we have in RTLb, RTLit, GSE and HH.

Sharon talked about our facilitator from Auckland University working alongside our teachers on the ALL programme and the impact this is making.

Rebekah shared the ALL programme for Year 1-3 and will share the results of this at the end of Term 2.

Candis shared the plan around Maths Whizz and how we can use it in year 4-6 to target basic facts which is in need at our school. Candis will run a parent meeting to help support the use at home.

Candis spoke about our facilitator from NZCER doing in-class observations and working alongside teachers and how it is making a big impact.

Kerry showed the 2017 visual board of data and how our aim is to have a programme around every child identified below or well below from the end of 2016 data.

Sarah moved that the Strategic Discussions be passed - seconded Lynette

4. MONITORING

4.1 Data

Discussed the term 4, 2016 attendance data which was looking good and Term 1 is at 92%.

4.2 Finances

Held over till next meeting

4.3 Property

Kerry meets builders next week for dates on the start of the refurbishment of rooms 12 /13.

5. IDENTIFY/AGENDA ITEMS FOR NEXT MEETING

5.1 Strategic Planning and vision

6. ADMINISTRATION:

6.1 Confirmation of last minutes

On the motion of Sarah, seconded Gaby, it was resolved that the minutes of the meeting held on Monday 20 February 2017 be taken as read and signed as a true and accurate record of that meeting.

6.2 CORRESPONDENCE – Principal's report

Kerry talked to the main points in her Principal report.

Comments on meeting

*Thank you Sarah for taking on the role of BOT rep for COL

*So good to see the leadership team full of enthusiasm

*Thank you for a good meeting

*We thank you for changing the BOT time for our meetings

*Thank you teachers and staff. It is exciting to see them supporting their peers.

*Teacher aides are impact players.

7.Meeting Closure - Karakia

Meeting closed at 7.40p.m.

MINUTES READ AND CONFIRMED

Chairperson.....

Date.....