

TITAHI BAY SCHOOL BOARD OF TRUSTEES
Minutes of the Board of Trustees Meeting held on
Monday 4 September 2017
at 5.45p.m.
at Titahi Bay School

1. ADMINISTRATION

1.1 Present:

Sarah Campbell, Lynn Lang (Secretary), Scott Hemsley, Sharon Thompson, Lynette Renouf

1.2 Apologies

Gaby Wesley Smith, Ria Tomoana, Kerry Delaney

1.3 Declaration of interests

Nil

1.4 Welcomes

Sarah welcomed Miranda and Jamie to the meeting.

2. STRATEGIC DECISIONS

2.1 Strategic Plan / Vision and Mission Statement

The work in this area is being reframed all the time as Kerry works with the Springboard Trust. The vision for the next 3 years will be '**Kura Kids are Believers and Achievers**' We have 3 goals and these are not much different than the initial one from the BOT meeting in January and initiatives alongside these goals. Kerry will hopefully be able to share this at the next BOT meeting.

2.2

2018 Structure -

We will still be working with Koru Year 1, Rakau will have two hubs of teachers working together in Years 2 / 3 and Ngahere will be 2 hubs working in Years 4 / 6.

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

2.3 Move to Committee:

In accordance with the provision of Section 48 (1) of the local Government Information and meeting Act of 1987, Sarah moved for reasons of confidentiality that the meeting move into committee to discuss personnel matters. Seconded Scott.

3. STRATEGIC DISCUSSIONS

3.1 Term 2 OTJ/Targets T3/4

Jamie talked to the National Standards data as compared with 2015. It shows we are tracking really well above national averages in all areas, prioritising children as targets who are below. Jamie advised we are focusing on cohort tracking, starting with our End Of Year data 2017.

3.2 Seesaw/Report/PACT

We are looking at using a digital profile system called Seesaw. This will eventually lead to a move away from the paper profiles we have for children and toward putting all data on digitally for parents to be able to view and comment on their child's work whenever they want. We are trialling for the remainder of this year and going live next year once we have ironed out any issues.

3.3 Changes to Behaviour Restraint

You will see in your Correspondence, the changes to Legislation around physical restraint in schools. As of 2018 we will have to report when we have to physically remove a child from a situation.

3.4 COL

Sarah shared the process that is being followed to appoint a COL leader. She will be talking with Prue Kelly on Tuesday.

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

4. MONITORING

4.1 June/July finances

Sarah moved that the June/July finances be passed - seconded Scott.

5.IDENTIFY/AGENDA ITEMS FOR NEXT MEETING:

5.1 Parent picnic night Term 4

This will be held on Thursday 7 December week 8, Term 4. It will be an evening where everybody will get an invite to come to school bringing their own food. This will be a celebration evening and will double as the meeting for the Whanau, Pasifika and Home and School groups for the term.

5.2 Stadium seating

Scott tabled and talked to. He showed pictures of mobile units which can be placed around the hall safely (8 units). The cost of these is \$140 per seat (well under our proposed budget) and will take 8-10 weeks to make. **Sarah moved that Scott place an order for the seating on behalf of the school - Seconded Lynette.**

6.00 ADMINISTRATION

6.1 Confirmation of last minutes

On the motion of Sarah, seconded Lynette, it was resolved that the minutes of the meeting held on Monday 3 July 2017 be taken as read and signed as a true and accurate record of that meeting.

6.2 Correspondence – Principal's report

Jamie and Sarah talked to some of the points in Kerry's report.

The ERO Report was discussed and can now be shared with staff. We are all very proud of this report.

Sarah moved that approval be given to investigate opening up rooms 1,2 and 3 to enable them to be run co-operatively as a NE space. This will be a BOT reserves project. - Seconded Scott

Sarah talked to the Health & Safety issue around staff sickness and what needs to be done if too many staff are away sick. Sarah advised that it is the school's responsibility to let the Board know, in conjunction with the Ministry, if the school and Board want to close the school.

Sarah thanked the staff for all the hard work they do around the Teacher/Parent interviews.

10YPP has been signed off by Sarah.

7. MEETING CLOSURE

Meeting closed at 7 pm.

7.1 Comments on meeting

*Lovely to have Jamie and Miranda at the meeting. Thank you for your support.

*Thank you BOT for your support. It is so lovely to work in a school with a good functioning Board.

*This is a nice place to work and a nice place for our babies to come to.

* Fantastic work from teachers.

*Nice to hear of all positive things that are happening and that good structures are in place. Great we have a good role model in Kerry.

*Nice to know that school is fine whilst Kerry has time to heal but also acknowledging that it is tough for everyone. We know the school is in good hands.