

Puahue School Board of Trustees Meeting Agenda

Date: 15th February 2021 6PM

Welcome: Julie, Lisa, Jenny, Lee, Cedric, Josh, Scott

Apologies: None

Declarations of interests: None

1. Decisions

1.1 Principals report (tabled as read) matters arising not listed in Business

Board reviewed principals report. nothing of specific note. Discussed current building projects status, variations etc. Nothing of concern.

1.2 Ratification of November accounts totalling \$121,286.13

Moved: Josh Seconded: Jenny

1.3 December accounts totalling \$19,206.38

Moved: Jenny Seconded: Lee

2. Business: For Discussion and/or Resolution

2.1 Appoint board chair for 2021

Board appointed Josh Davies as chairperson for 2021.

2.2 Update on building projects / approve shed (see motions).

Board discussed the proposed project and agreed to approve the project start.

2.3 Review strategic targets & plan for 2021

Discussed in depth targets and external factors such as COVID-19 potential impact and ensuring we are equipped as/when needed. Discussed student council, teacher & student wellbeing & family / whanau partnerships. Also discussed how we ensure we are not only focusing on "priority learners" but all learners including those at or above expected levels.

2.4 Principal appraisal

Board agreed to put in place principal appraisal this year. Josh is meeting with David McNair who is an NZSTA endorsed consultant and has extensive experience as a previous principal to see if he is able to work with Scott and the team this year.

Motions:

- Commence pool shed / changing room / toilet project.

Board members approved commencement of project.

3. In Committee Business:

4. Monitoring

4.1 Set calendar dates for BOT meeting

5. Administration

5.1 Correspondence: For Noting and/or Discussion

Lee asked about clarification on some accounts around underspend against last year's budget Scott explained these. Noted additional budget line items moving forward for staff events rather than dumping into "BOT funds" which is generic. Discussed again last years approved budget and coding changes for more granular reporting.

5.2 Matters arising from previous minutes

6. Early Identification of Agenda Items for Next Meeting

6.1 Next meeting March, Tuesday 23rd, 6pm.



Puahue School Annual Plan 2021

Student Achievement

- New entrant school visits.
- School year 6 leadership programme.
- Glee- Kids for Kids
- Jump jam
- EOTC Activities
- School Council to Establish

Priority Learners

- Full time TA's to support learning programmes in school.
- GATE opportunities for children on register.
- Personalised goals for all student's school wide to support differentiated learning in all classes.
- IEP's for all priority learners 2 years below.
- LSC to work with teachers to support priority and target learner groups.

Finance

- Monitor expenditure to support charter and strategic aims.
- Run school within planned budget.
- Complete 5YA projects within the new budget figure.

Property

- Complete 5YA plan with AMS and LSC components.
- Replace swimming pool buildings and pool modernisation.
- Building and grounds checks.
- Monitor Water Safety plan and continue testing and reporting.

Priority areas for improving student achievement

Reading: To reduce the number of students who are below in reading from 5% to 3%.
or for 65% of priority learners to make accelerated gains.

Writing: To reduce the number of students who are below in writing from 16% to 10%,
or for 65% of priority learners to make accelerated gains.

Mathematics: To reduce the number of students who are below in maths from 10.5% to 6%, or for 65% of priority learners to make accelerated gains.

Health and Safety

- Sun smart programmes.
- Keeping ourselves Safe programme.
- Safety drills.
- Police vetting under the VCA.
- Teacher wellbeing survey. (2022)
- Firewise.

Review / Reporting

- Charter/ Annual plan development.
- Plain language reports twice yearly for parents.
- Policy review - Adopt School Docs and follow their review schedule.
- Student achievement data based on NZC levels and progressions.

Teacher Effectiveness

- Moderation of student work writing and mathematics term by term focus.
- Review teacher knowledge and understanding of the NZC progressions
- Rural and Rose combined PLD, building teacher effectiveness through "teacher inquiry" into literacy practice considering cultural competence.
- Staff focus "accelerating learning" supporting priority learners
- Develop growth learning model to replace teacher appraisal and teacher inquiry into professional practice.
- Targeted focus groups within classes.
- Leadership release introduced for 2 AP's Wednesday afternoons.

Family / Whanau Partnerships

Communication / Collaboration / Consultation

Newsletter - 2 per term

Reporting to parent's end of T2 and T4.

Parent goal setting and interviews.

Parent interviews term 1 and 3.

I.E.P. / intervention programmes.

Pre enrolment visits

Community questionnaires.

Parent/ whanau evenings.

Website and Facebook

Pokai at Parawera Marae.

School app use and updates

Grand Parent day.