

Waikite Valley School Board of Trustees Meeting
27 July 2022, WVS Staffroom

Administration:

Present: Teresa Topp, Edwin Schweizer, Lorraine Bowman, Tim Braithwaite, Mike France, Mary Briggs

Apologies:

In Attendance: Kelly Curtis (Secretary)

Meeting Opened: 6.30

The Karakia was read by the Board members

Minutes: It was unanimously agreed that these minutes are a true and accurate record of the Waikite Valley School BOT Board Meeting held on 15 June 2022.

Matters Arising:

Correspondence: As stated in the agenda.

The Board accepted Andy and Teresa Topp's resignation. Mike congratulated Teresa on her new appointment.

Mary asked about the "Super Sweep" email. - This is from Winton Smith, Super Sweep, who was employed to clean the school house chimney.

The Board discussed the Equity Index Number (new funding initiative) received from the M.O.E. At this stage it looks like there may be an increase in funding. Budgeting figures are due to be released in September.

Monitoring:

Principals Report: Previously circulated – see attached

Roll: 96 (creeping up!)

Banking Staffing: As stated in the report - tracking well towards a zero balance at the end of the year.

Property:

The Roofing project was completed in the first half of the school holidays and has been signed off.

- At this stage about \$8k remains unspent.
 - Roof Doctor has been asked to give a quote to fix and replace the rotten spot outside the office, including adjusting the pitch.

Personnel/Staff: As stated in the report

- A Yr 7&8 Teacher & Deputy Principal has been hired.
 - D.P. candidates were of a high standard.
 - Replacement will start at the beginning of Term 4

Health & safety: Nothing to report

Curriculum: As stated in the report

Community Engagement: As stated in Report

Matariki Celebration

- Great feeling from the school community and all involved
- Good to continue this next year
- The group involved in putting the hangi down had good discussion regarding tweaking the process.

Hot Pools Celebration

- This went really well, the School leaders and the P.T.A. did a great job. The school van was loaned to run guests up to the Golf Club. They formally thanked the school for the use.

Grants: As stated in Report

Resolutions:

Strategic Aim/Learning and Teaching: As stated in Report

Mid Year Assessment Data - see attached documents

The Board discussed this document, looking at individual subjects, the reasons why they may have been impacted and the areas staff are focusing on to improve achievement by the end of the year.

Open Day/Student led Conferences - see attached Document

Finance: May & June Finances

Mary Briggs reported to the Board about the May & June financial Reports.

- Clarifying M.O.E. grant for 2023 enables Mary to know what amounts to expect when doing the budget.
- Finances are on track.

Mike asked who will be responsible for the budget in term 4 this year?

- The Acting Principal with Mary will work with the template provided. Teresa will have it pretty well framed with Mary once funding is forecast in September.

Governance Policies 14 - 18

14 - 18 remain unchanged.

Discussion/Decisions:

Strategic Aim - Learning and Teaching:

- Mid year assessment results
- Open day/student led conferences feedback
- Gifted & Talented student mid year update.

As reported above - See attached relevant documents.

School House availability and Tenancy:

The Board discussed when it would be appropriate to serve notice to the tenants, making the property available for the new Principal (and if not required for them, then available for the newly appointed Deputy Principal, if required). They also discussed getting the property tidied up between tenancies.

ACTION: Teresa Topp & Tim Braithwaite to arrange an inspection of the property before the next meeting. They will inform Jess Boyce of the Boards intentions regarding the tenancy and that any repairs or improvements will be done asap.

Mike France asked Edwin & Tim to return their Board Folders.

Agenda Items for consideration for the next meeting

Governance Policy 12 - Principals Professional Growth Cycle be ratified by the Board (passed over at the meeting).

- Meeting Closed: 7.30pm

Next Meeting: Wednesday 17 August - 6.30pm

Signed:



Date:

22/08/22.

PRINCIPAL REPORT TO BOT July 2022

SECTION A: monitoring data for trends in areas that will impact significantly on school operation

Roll	Y1	Y2	Y3	Y4	Y5	Y6	Y7	Y8	TOT
15/06/2022	10	11	11	17	19	5	10	11	94
27/07/2022	12	12	11	17	18	5	10	11	95

G	B
46	48
50	45

Roll	NZ Maori	Pacific	Dutch	NZEuro	Other Euro
15/06/2022	25	1	4	80	9
27/07/2022	27	1	4	82	9

Banking Staffing Report, (02055) Waikite Valley School

Period: 202307, Pay Day: 28-JUN-22, As at Period Ending: 28-Jun-2022

Generation Date: 28-Jun-2022, 08:03am

Summary FTTE Details

Pay Period No	25	26	1	2	3	4	5	6	7	YTD Total
Total staffing usage for period	5.46	5.46	5.46	5.46	5.46	5.46	5.6	5.32	5.46	60.16
Entitlement for period	5.46	5.46	5.46	5.46	5.46	5.46	5.56	5.56	5.56	60.36
Ministry adjustment for period	-	-	-	-	-	-	-	-	-	-
Year End Automatic Adjustment for period	-	-	-	-	-	-	-	-	-	-
Difference for period	-	-	-	-	-	-	(-0.04)	.24	.1	(-0.2)
Estimated \$ value of staffing (YTD)	\$321	\$321	\$321	\$321	\$321	\$321	\$193	\$963	\$1,285	
Required average staffing level to finish year with zero balance (FTTE)	5.46	5.46	5.46	5.47	5.47	5.47	5.56	5.58	5.59	

- Property Update - roofing project (planned to be done in the school holidays - weather dependent)

- Personnel/staff management -

- o Year 7/8 teacher/Deputy Principal appt progress

- Health & Safety - Nothing to report

- Curriculum - Term 3 kaupapa - Economic World

- COMMUNITY ENGAGEMENT

- o Matariki celebration - Hangi & school wide events

- o Waikite Valley Hot Pools 50th Birthday

GRANTS -

Grassroots Trust Ltd - Rugby Goal Posts - Submitted \$3000 approved

Pub Charity - Basketball Hoops/Tower - \$3301 approved & spent

NZCT - application for GPA snow camp - decision expected after 19 July meeting

One Foundation - ASC T3 2022 - \$5500 submitted \$5000 approved

GRASSROOTS CENTRAL TRUST(formerly Infinity)- resolution required

Four Winds - Librarian&books \$8500 submitted Approved \$5500

Aotearoa Gaming Trust (Formerly Southern Trust) - School leaders (11 students + 2 teachers) trip to Wellington - Approved \$7661.50

Okataina Trust - snow camp 2022 application submitted

Annual School Improvement Plan 2022 – SUMMARY

Domain	Achievement Challenge	Annual Goals	Target	UPDATE
Learning and Teaching	<p>Providing extra support and learning experiences following accelerated strategies for our at risk learners.</p> <p>Providing a challenging extension and enrichment programme for our Gifted and Talented Learners.</p>	<p>All students will have the opportunity to achieve success across all subject areas.</p> <p>School staff set high academic expectations.</p> <p>Mindfulness and wellbeing are practised in all classrooms daily.</p>	<p>All students will participate in exciting, challenging and student driven learning tasks.</p> <p>At least 85% achieving within or above their expected curriculum levels in reading, writing and maths.</p> <p>Students practice their own mindfulness strategies and can explain the purpose of these strategies.</p>	<p>JULY - Mid year assessment results and open day/student led conferences feedback.</p> <p>Gifted & Talented student mid year update.</p> <p>Mindfulness & wellbeing continue to be a daily focus in the classes.</p>
Community Engagement	<p>Accessing majority ideas and support for decisions - I.e. meaningful consultation.</p> <p>Finding a communication format that suits the majority of whanau and keeping communication regular and relevant.</p> <p>Updating website regularly needs to be prioritized to achieve target – resourcing to support this is a challenge.</p>	<p>Community consultation is genuine and feeds into planning.</p> <p>Teachers reporting is relevant, accessible and meaningful to school whanau.</p> <p>A range of communication avenues are utilised. This may need to be standardised in 2022.</p>	<p>Home-School partnerships are strong with 85% engagement in school surveys and 100% in reporting or conferencing events.</p> <p>Whanau are communicated with efficiently and effectively – via newsletter, School Facebook page, class Facebook pages, ClassDojo, text, phone call, email, google classroom</p> <p>Parents/caregivers are welcomed into school at all times.</p>	<p>MAY: Facebook page and school newsletter being well read. Daily morning Facebook posts average 130 views. We have 256 followers and have had over 300 views of popular posts. School office is contacted mostly via text.</p> <p>Will survey this term around communication across classrooms - particularly use of ClassDojo vs Facebook pages for our classes. Parents are frequently in the school for a range of purposes.</p>
Property	<p>Funding</p> <p>Access to expertise</p> <p>Availability of contractors</p> <p>Feedback from our stakeholders</p>	<p>Plan and create a unique physical school environment that is adventurous, safe and exciting to learn in</p>	<p>Modify our classroom spaces to reflect our school values and vision</p> <p>Design and create a school waharaoa that has meaning for our kura and Iwi</p> <p>Maintain and refresh the valued parts of our school environment that represent our unique and adventurous culture</p>	<p>APRIL - Outdoor classroom onsite and positioned behind swim change rooms.</p> <p>Waharaoa - Wiremu Kinita (Ngati Tahu-Ngati Whaoa Carver) - 25 March message: at the moment we are doing carvings for Ngati Tahu // Ngati Whaoa (Runganga) We will be finished in 6-7 weeks time . I'll send you pictures of what we have drawn up and a quote for the work.</p> <p>Community and school survey to be conducted early Term 2</p>
Students and Staff	<p>Funding for PLD and associated costs</p> <p>Compatibility of all stakeholder views of student profiles</p> <p>Keeping up with changing priorities and new curriculum documents</p>	<p>Foster a learning climate that values and celebrates akōnga of all ages</p>	<p>Establish baseline strengths and skills of teaching staff and require suggestions for learning over the next 3 years - Skeleton PLD plan</p> <p>Design a student profile that values a wide range of learning across a broad curriculum</p> <p>Publish and promote the student and staff profiles and learning designs/strategies for the next 3 years</p>	<p>JUNE:</p> <p>Baseline strengths and skills of teaching staff assembled (see attached). Next step is to establish weaknesses and areas for PLD over the next 3 years.</p> <p>Student/Graduate Profile to be worked - BOT presented with previous profile for feedback.</p>