

**Waikite Valley School Board Meeting**  
Monday 21 August 2023 , WVS Staffroom

**Present:** Mary Briggs, Sophia Burton, Mike France, Sheena Hunter, Kelly Weston & Sue Ratcliffe

**Non-speaking observer:**

**Apologies:** Tracy Bain

**In Attendance:** Kelly Curtis ( Secretary)

**Meeting Opened:** 4.02

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 Board Meeting held 24 July 2023.

**Matters Arising:**

**School House Shower:**

Mike France advised the Board that he had discussed the different ideas the Board had come up with in the previous meeting with MK Innovations and was awaiting a quote for this.

Mike France also advised the Board as previously stated that the School House heat pump wasn't working and needed to be replaced at some stage.

Sue Ratcliffe advised that the heat pumps throughout the school will be replaced next year and perhaps the board could consider getting the school house heat pump replaced then.

**Correspondence:** As stated in the agenda.

**Monitoring:**

**Principals Report:** Previously circulated – see attached

**Roll:** 80 - 2 new students starting over the next week and 4 pre enrollments for the remainder of the year.

**Banking Staffing:** As stated in report

**Attendance:** As reported

**Property:**

Having trouble contacting Radford Roofing Ltd but repairs due to start as soon as he can be reached.

Sue Radford has been advised by her MOE Property advisor to proceed with getting the School Pool fence repaired and made compliant. Sue Ratcliffe is waiting for quotes.

**Personnel/Staff:** As reported in the report.

**Health & safety:** As stated in the report.

Sue Ratcliffe advised the Board that Locks have been placed on the inside of Pod 1 & Room 2.

Blinds throughout the school were discussed and the Board noted it is something that needs to be considered. Room 4 concealing themselves in the toilets was hard for the teacher to monitor.

**Curriculum:** As stated in the report

The Board discussed the BSLA, Better Start Literacy Approach.

Kelly Weston noted that there was no longer reading coming home.

Sue Ratcliffe informed the Board that if parents wanted reading to go home they could request it.

Sophia Burton informed there were heart words associated with each book and Kelly Weston said she would like to know these to connect work done at home to the current learning.

The Board discussed the Mid Year Data attached to the Agenda.

Mary asked what period this data represented particularly for those just starting school. This assessment is for the mid year period. This gives the teachers an idea of where the child sits allowing them to adapt the child's learning to shift towards higher achievement.

Tracy Bain asked Sophia Burton to ask what can be done to support years 6,7 & 8 learners in Maths?

Sue Ratcliffe reassured the Board this is being closely monitored with constant pupil progress meetings, unpacking those who are struggling and what steps are being taken and put in place to guarantee their success.

Mary Briggs commented that the year 6 cohort were not doing well throughout all areas.

The Board discussed factors that could influence these figures, such as small numbers however this particular year group is large.

Was this a consistent reflection for this year group? Was the same child's results creating these figures?

Was this systemic or individual?

Sue Ratcliffe again reassured the Board, telling them these students are constantly monitored.

Sue Ratcliffe commented that equity comes into play - what does school put in place to ensure all students are at an equal level allowing their learning to begin.

Mary Briggs asked if the figures for years 6, 7 & 8 were a reflection of joining the years into one class?

Sue Ratcliffe said "No". She discussed the observations, book work tracking and monitoring that were in place to monitor these students.

Sophia Burton commented that every child being discussed with all the teachers was a huge positive.

She also encouraged teachers to communicate not only with parents but also students about their needs and different learning styles.

Again Equity was discussed with the variation of students in our school, with different needs including ESOL (Education of speakers of other languages) now with the enrollment of 2 Filipino students.

Sue Ratcliffe stated that teachers will know if a student will meet the expectations and there should be no surprises for parents/caregivers as they would be promptly notified by the teacher if they felt there were any

issues.

Sheena Hunter noted that changes in reading levels can be quite dramatic, with a lot more words and difficulty that can affect some students' data as they come to grasp it.

Kelly Weston also stated that she was very impressed that every child was discussed and conversations were had around their individual learning.

**Community Engagement:** As stated in the report.

The Board discussed the Community consultation regarding the Strategic Plan that will take place over the 2 days of parent interviews.

Mary Briggs asked Sue what she needed from the Board.

Sue Ratcliffe told the Board she would appreciate whatever time they had to have a chat, advise and answer any questions the community may have.

**Grants:** As stated in the report

**Resolutions:**

**Finance:** July Finances.

Mary Briggs updated the Board on July's Financial reports.

Not alot to report due to the holidays.

A.S.C. Reimbursement because only 1 wage paid however the grant for A.S.C. Supervisors, Term 3, have been approved.

P.T.A. have donated \$1000 between the classes for "bits & bobs".

Wages incorrectly coded to the Librarian code which has been removed from the budget.

**M.O.E. Funded projects:**

S.I.P.S. project - the \$7k has finally been removed.

Roofing Project - \$11k

Classroom Cabinetry - \$5k

Furniture Grant - spread over two years - \$11k

The Board asked if there were specifications or time limits on this spending?

Sue Ratcliffe informed them there wasn't.

## Discussion/Decisions:

### Strategic Plan 2024

Sophia Burton read through Waikite Valley School's E.R.O. profile report to provide the Board with a picture of the current strategic plan.

The Board was issued with the Implementation of the statement of national education and learning priorities in schools and kura document.

They discussed this including the education of all learners e.g. maori & neuro divergent learners.

Sue Ratcliffe went through the process of producing a strategic plan.

- 2 or 3 strategic goals ( 2 recommended).
- Must be linked
- Evaluation
- Identifying the daily business of learning
- Consultation
- Devising a local curriculum for the community
- How these decisions relate to various things such as spending, equality and learning goals.

Sheena Hunter commented on the community voice - them having more ideas or wanting to have more ideas.

Sophia Burton discussed the different aspirations for children of varying cultures.

- Gifted and Talented were viewed differently by different cultures e.g. for Maori a holistic approach, the whole whanau where Western civilization viewed a gifted or talented student as a genius 7 other cultures might view inspirational speakers as gifted. The need again for equity - ensuring all learners were in a similar position to begin their learning.

Mike France asked how we were going about our Community consultation?

Sue Ratcliffe explained this would be held in the library with questions asked and post it notes available for responses giving the idea of a more personal consultation with a register and responses being anonymous.

Kelly Weston stated that we are lucky to have this opportunity to engage with the community and it is important that we do something with the information accumulated.

Sue Ratcliffe said that if this goes successfully then she would look at doing a Community consultation regarding the Health Curriculum next term.

Sophia asked the Board if they were comfortable and confident with this process.

All agreed they were.

### School Docs Review -

The Board were asked to review Inclusive Education, Maori Education Success, & Learning Support policy documents on School Docs.

Inclusive Education was discussed and Sophia Burton talked about making opportunities to talk to families (who are experts on the child) and students. In particular students are often never asked

what would help articulate their learning.

The School Docs along with the M.O.E. "what to do" documents, recommendations but don't offer much in the way of "how to do"

**Agenda Items for consideration for the next meeting**

Address Feedback from Community Consultation

Grants

Term dates for 2024

- Meeting Closed: 5.09

**Next Meeting:**

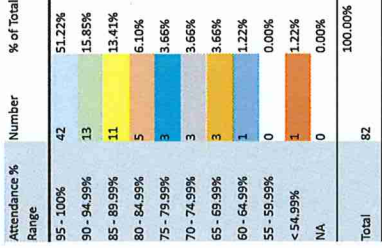
Monday 18th September 4.00pm

Signed:



Date:

18/09/23

Roll	80 on roll. 3 pre-enrolled to start in Sept																																							
Attendance	<p>ANALYSIS T3 2023</p>  <table border="1" data-bbox="375 1556 758 1803"> <thead> <tr> <th>Attendance % Range</th> <th>Number</th> <th>% of Total</th> </tr> </thead> <tbody> <tr><td>95 - 100%</td><td>42</td><td>51.22%</td></tr> <tr><td>90 - 94.99%</td><td>13</td><td>15.85%</td></tr> <tr><td>85 - 89.99%</td><td>11</td><td>13.41%</td></tr> <tr><td>80 - 84.99%</td><td>5</td><td>6.10%</td></tr> <tr><td>75 - 79.99%</td><td>3</td><td>3.66%</td></tr> <tr><td>70 - 74.99%</td><td>3</td><td>3.66%</td></tr> <tr><td>65 - 69.99%</td><td>3</td><td>3.66%</td></tr> <tr><td>60 - 64.99%</td><td>1</td><td>1.22%</td></tr> <tr><td>55 - 59.99%</td><td>0</td><td>0.00%</td></tr> <tr><td>&lt; 54.99%</td><td>1</td><td>1.22%</td></tr> <tr><td>NA</td><td>0</td><td>0.00%</td></tr> <tr><td>Total</td><td>82</td><td>100.00%</td></tr> </tbody> </table>	Attendance % Range	Number	% of Total	95 - 100%	42	51.22%	90 - 94.99%	13	15.85%	85 - 89.99%	11	13.41%	80 - 84.99%	5	6.10%	75 - 79.99%	3	3.66%	70 - 74.99%	3	3.66%	65 - 69.99%	3	3.66%	60 - 64.99%	1	1.22%	55 - 59.99%	0	0.00%	< 54.99%	1	1.22%	NA	0	0.00%	Total	82	100.00%
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Banking staffing	Total staffing usage for pay period 10 was 5.75 YTD=71.66 Entitlement for period 5.36 YTD=75.03 Estimated \$ value of staffing YTD \$1,574 (underusage)																																							
Property	Roofing- Awaiting materials to start job. <b>Butynol-to be updated</b> Swimming pool fence notice given to fix by council. This is a project in our 5YA. Rebekah Wong (WSP project manager) is seeking quotes (budget \$35000). Funding being finalised by MOE. If we have to cover the cost prior to the funds being released we can cover it.																																							
Personnel	Danielle Gardiner working 3 days as a TA to support the implementation of BSL in Room 2, SEN students + general TA duties.																																							
Health and Safety	Lockdown drill was completed on Tuesday 8th August. It raised potential risks for Room 2 and Pod 1. The doors can't be locked from the inside. Caretaker to put locks/bolts on the inside. Blinds for Room 4, Room 2 and Pod 1 are needed to ensure children not visible. B-Safe Electrical Appliance safety check completed- no issues. Dog on the school grounds from the neighbouring farm. The caretaker is putting up chicken wire behind the swimming																																							

	<p>pool to deter the dog.</p> <p>A formal complaint was received by a parent regarding the bus drivers behaviour behind the wheel. The complaint was forwarded to the MOE and steps are in place to assess the drivers capabilities.</p> <p>Trees behind the swimming pool are going to be removed. Some are dead and may fall. Enviro schools has said the rest of the trees have all nearly come to their natural end of life. (They also cause problems with the cleaning of the pool)</p> <p>Cobblestones are being monitored. Resprayed to ensure visibility to students, staff and visitors.</p>
Curriculum- Teaching and Learning	BSLA-Better Start Literacy Approach is underway in Pod 1 and Room 2. Kapahaka visit to the council was successful. We have a lot going on in the next month- Data attached
Community Engagement	Cultural Festival Things coming up- Community consultation, school production, speech competitions
Board Assurances	