

Wadestown School Board Meeting Minutes
Tuesday 21 June 2022
7pm Rose Street Staffroom

Present: Mark Crofskey (Chair), Huia Forbes, Fazleen Ismail, Genevieve Hancock, Alistair Rumball-Smith, Amanda Frater (Principal), Nadine Gray (via Google Meet), Robyn Grover (Staff Rep), Megan Smith (Minute Secretary)

1. Karakia, Welcome and Apologies

Karakia - Gifted from Te Ati Awa to all our Kāhui Ako Schools:

E oha ki runga,
Acknowledgements to the sky,
E oha ki raro.
To the ground,
Āna
And all in between

Visitors in attendance: Cathrine Wilkinson (DP Years 5 - 8 and Kōwhai Team Leader), Morwenna Mitson (Parent visitor/observer)

Welcome to Cathrine and Morwenna from the Chair.

Apologies: Nil

2. Minutes of previous meeting

That the Minutes be corrected from referencing 2023 as the ballot year and being corrected to 2022 instead.

Moved by **Mark** and seconded by **Genevieve**. Passed.

3. Matters arising

Mid Year Ballot 2022

- The ballot covering Year 3 and 4 students, and new entrant places for the 2022 school year has been put in place, with a view to then running a further ballot for 2023.

Board/School Communication strategy - News from the Board & Wadestown School (WS)

Fortnightly Newsletter

- Appreciation for the consistency of content and information in the WS Newsletter.
- How do we differentiate between news that is included in the school newsletter vs new that is included in the Board newsletter?
- Discussion around Board Newsletter 'News from the Board' going out once a term or every 6 months to keep up regular Board communication with the community.
- News from the Board to include topics about Finance, Property, Projects and other related Board matters.
- Process to continue to be: items to be sent to Fazleen, Fazleen to draft and then distribute around other Board members for their input. Once approved by all, this will be sent out via the office to all parents.
- Robyn raised that staff are enjoying hearing more from the Board.
- Mark and Amanda agreed to keep trying different methods around communicating with the community with the acknowledgement that different approaches work for different people.
- At the end of the Boards' Term there will be a newsletter to thank the outgoing Board members, to provide a recap of the year and wish the new Board all the best.

Upcoming Community Consultations

- Health and PE Curriculum Review (including Sexuality Curriculum), <https://parents.education.govt.nz/primary-school/learning-at-school/sexuality-education/>

A community consultation will be conducted at the beginning of Term 3 under our required Health and PE consultation.

As part of this consultation, we will seek parental feedback about the new sexuality education programme under the NZC.

Robyn suggested we could open this up to the wider staff; like we have done for the Road Safety team.

Action: Fazleen/Amanda/Cathrine W (PE/Health School Lead) to meet and develop this community survey.

Assessment Review/PAT results

- Continued discussion about assessment and the trends and patterns that were identified in the recent PAT results.
- The “Overview of Assessment” document gives a picture of how teachers assess and track students in their learning. This document provides a detailed outline of how teachers assess as well as some wider context to our schoolwide assessment practices.
- Overall Teacher Judgements (OTJs) are provided twice a year (at the end of Terms 2 and 4) and contained in ETap. OTJs are made against the curriculum levels of the New Zealand Curriculum (NZC) and provide a more comprehensive view of where the child is at.
- 2018 reporting occurred under National Standards where we were reporting student achievement as being “well-below, below, at, above and well-above” the standard.
- The 2018 National Standards (NS) approach is different to 2022 because teachers can provide a more accurate assessment of where the students sit against the NZC curriculum levels, rather than grouping them under the NS groupings of below/at/above.
- National Standards saw us having to group students into wide sub-levels, where we can now report against a wider range of levels e.g. within Level 3, we can report a child as being at 3B, 3P or 3A.
- OTJ data can provide a more detailed insight into progress in learning compared to the PAT data, which is more of a ‘snapshot’.

Teacher Moderation of Mid Year Overall Teacher Judgements (OTJs)

- Peer review of reports – moderation and meetings to discuss OTs occur within and across teams e.g. Rimu Team teachers moderate within their team first and then they take their moderated OTJs to moderate again with the Pohutukawa and Rimu Teams.
- In Writing, we take a sample of each level and mark each other’s samples to ensure consistency e.g. if a Year 4 teacher has writing which could be a Year 6 then it is checked by a Year 6 teacher.

Numeracy Professional Development/New Approach to Teaching Numeracy

- Claudia Squire and Sarah Bruce went on course to learn a new approach to teaching maths; Numericon.
- Works well for kids with additional learning needs.
- Sarah and Claudia intend to track the impact of this new approach to numeracy teaching and report back on any improvements or gains in achievement.

Robyn Grover, supported by Cathrine Wilkinson noted that extra Teacher Aide time would help implement new systems to support students. The Board is open to proposals from the Senior Leadership Team.

Child Safety - Road Safety Survey

- The online Road Safety Survey has now been shared with the community.
- We have had a good response from parents.
- The Road Safety Team is made up of Amy Maddock, Amanda Lamble, Genevive Hancock, Amanda Frater and Sally Ronaldson. Madeleine Setchell is also now assisting with the comms moving forward.
- The responses will be compiled and shared with the Board and then the community

El Rancho Camp (Year 5 and 6) - Update

Amy Maddock is half way through documentation and updating the new COVID guidelines. The camp site will be occupied just by Wadestown School. Parent Helpers are being finalised and we have asked that they be vaccinated.

Current planning around Camp will take into account the following the scenarios:

- What happens if child/parent gets covid or has symptoms on camp?
- How can they isolate? What is the best way to approach this?
- What would we do if a parent or teacher gets Covid? *One possible solution is having a pool of parents who can be brought in if a parent gets sick (wait list of parents). Police vetting will be needed for standby parents.*

- RAT tests – Can teachers test students for covid with RAT tests? *Parental consent is required. Verbal confirmation for RAT test, if negative they stay, if positive sent home.*

El Rancho has sent their guidelines for COVID for the camp. El Rancho has backup instructors in the camp and nearby if any staff gets sick with COVID.

Rules regarding hygiene and food preparation for both El Ranch and WS students have been communicated.

A Doctor and Nurse will be attending as Parent Helpers

Camp documentation to be shared with the Board for their sign off. Amanda to notify Board once this has all been completed and checked off. This will include both the RAMs and additional Covid planning.

Curious Cove (Kōwhai Camp) Update

- There has been no correspondence since Term 1.
- Initial talk was that the business was planning to reopen in Term 4. As this is a seasonal business which operates in Summer months they are hard to make contact with.
- Cathrine is continuing to keep the lines of communication open.
- Kowhai camp documentation to be shared towards the end of Term 3.

Whākatau/Powhiri Protocol

- These have been re-started for the year at both Weld Street and Rose Street.
- Mark attended the Rose Street whākatau as a Board representative. There was a miscommunication around the Weld Street whākatau which meant that he did not attend. Amanda owns this error in mis-communication.
- All Board members are welcome and encouraged to attend.
- Nick Wells (fluent te reo speaker/parent) spoke on behalf of the school. A review every time after the event will be carried out and with tweaks in following years.
- Looking to build up to doing these every term for new pupils.

- Feedback from the community regarding the event has been positive with Nick's mihi being well received.

Action: Amanda to ensure all Board members are aware of the dates and times of upcoming whākatau. Our aim is to have at least 1 person to represent the Board at these events, if not more. Will demonstrate commitment of the Board to Whākatau.

- Nadine – how we engage our community, naming of schools in te reo, Ngati Toa and tikanga.
- Alastair – Noticed that when up North that Kamatua always attended. Wellington College Open Day had 50% of assembly in te reo. Best practice to build this in from younger years to prepare for College.
- Amanda – kids outstripping teachers/parents with knowledge and use of te reo and Parents/Teachers challenge is to try to keep up.
- Huia/Nadine - Whākatau is more inline with school use and Powhiri is traditionally used on the marae.
- Balance between Powhiri – school of thought only on Marae.
- There should be a mihi Whākatau for the new Board and expectation that the outgoing Board members will bring them into the school.

Resolution: Board members (or rep) to attend all future mihi Whākatau.

- Personal invites, followed up with a phone call for Mihi Whakatau are used at Weld Street with good attendance.
- **Action:** Amanda and Huia to discuss further

4. Correspondence

- Letter of resignation from Helen Shields (former Board Secretary)
Mark – delivered a gift in person for Helen. She has expressed her enjoyment of time working with the Board.

- Beginning Principal's Wellbeing Fund for 2022 (MoE/Covid) has been received and Amanda will be attending the upcoming New Zealand Principals' Conference in Christchurch. The conference is in Term 3 for 2 days. There will be some time possibly spent at Belfast School. The funding will cover the cost for Amanda to attend.]

Action: All in favour, Mark and Genevieve seconded.

5. Board Administration

- NZ Principals' Conference - Christchurch - 14 September to 16 September.

6. Principal's Report

- Road Safety Community Consultation - draft survey in progress
- Belfast School Visit - managing one school across two sites; visit of Principal and Deputy Principal from Christchurch
- New Te Reo tutor Alwyn Rees has started; 45 minute lessons for Year 7 and 8 students and 30 minute lessons for other age groups. He is aligning his programmes to the teacher's learning with Te Mako.
- School Donations have had a dip and slowly increased. Item regarding the school donations in Board News. Comparison given of 2022 and 2021 financial years.
- Heating is back on track.
- Recent Lightning Strike happened on Thursday 9 June. It has damaged both the bell, fire and alarm systems. Insurance claim is currently in progress with Simon Ramage to take control.
- Upcoming Board Election is underway. Most Kāhui Ako schools are using Canterbury Education Services (CES).
- **Action:** Genevieve to draft something regarding getting the vote out
- **Action:** Fazleen to draft a communication regarding donations
- **Action:** Megan to discuss how information regarding Board elections is sent to split families from CES

7. Further Business

Nut allergies

Issue of Nut Allergies has been raised. Currently the school has a nut free policy. Possibility of a survey. Possibly 13 families with nut allergies.

Action: Amanda/Megan to compile list of families with nut allergies.

Racism

How do we support students from Asian families which are a large and diverse group? Teachers need to be equipped to facilitate the conversations.

Action: AF to talk to Kāhui Ako – tips on how to approach these conversations/situations.

Item for next meeting

8. Meeting Closed at 9.15pm

Next Meeting