



Rāwhiti School

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD ON THURSDAY 5 NOVEMBER 2020 AT 6:00 PM

PRESENT: Vanessa Manning (Chairperson), Liz Weir (Principal), Tim Scott, Jess Poff, and Jen Evans

ATTENDANCE: Merelyn Redstone (Minute Secretary)
Brook Frew and Briar Thompson (parent representatives)
Teachers presenting Maths Curriculum

APOLOGIES: Thomas Parata, Cheryl Lineham and Kylie O’Keeffe,

1. KARAKIA AND WAIATA

Board

2. CONFLICT OF INTEREST

Tim Scott in matters relating to landscaping.

3. MINUTES OF THE PREVIOUS MEETING

Motion: Moved Chairperson

That the minutes of the Rawhiti School Board of Trustees meeting held on Thursday 24 September 2020 be accepted as a true and correct record of that meeting. **Carried**

Matters Arising

- The Principal wished to record that the Minute Secretary had done well working from a recording to produce the minutes of the last meeting.

4. CORRESPONDENCE

Inwards

- Rachel Beaumont formalising decisions made at last meeting (Public Excluded)
- Leave Application (Public Excluded).

Matters Arising

- Items were discussed later in the meeting.

5. DMIC Curriculum Reports from Teacher Representatives

Teachers presented a report and spoke to that. They were looking at updating the curriculum, having been involved in the DMIC programme this year. Discussion was around the DMIC method of teaching, and how that involves integrating cultural and community contexts into the mathematics programme. A guide was presented showing

each level of the curriculum. This guide also shows changes in levels solving similar problems by children at all levels throughout the school. There had been a meeting with other DMIC schools from the area. There was funding for PDs in respect of the DMIC method of teaching. Unfortunately, having just started this programme of DMIC maths teaching, there were interruptions with Covid. However, there are pockets of great practice in the school. The children worked in smaller groups and the problems were set to involve children at all levels. Teachers will look into that aspect further in the coming few years. Teachers will spend time connecting the groups rather than teaching the groups so that the children assisted each other and encouraged each other to participate.

There will also be a component in Hero to assist parents to understand what was being undertaken with regards to maths and how they could assist.

Two long term plans have been written and these were explained to the meeting. Initially plans were shared but then teachers would write their own plans focusing on the individual needs of the students at their level of teaching. There was an on-line programme that individual teachers can refer to.

In this programme it is important that children are stretched and the questions are not too easy. It is a collaborative programme that very much involved the children working as a community rather than individually the way maths has been approached in the past.

The meeting was shown examples of the problem solving. It is envisaged that in three years members of staff would be confidently teaching DMIC mathematics with students engaging with each other to solve contextual mathematical problems and stories. In the third year there is peer critiquing where one teacher teaches an agreed plan while others observe and critique.

6. PRINCIPAL'S REPORT

As per the previously circulated report which was taken as read.

Personnel

- Positions for next year have been advertised. All close on 20 November and there will need to be two panels to interview, one for Team Leader and one for Scale A Teachers. Urmi Shah will be on the appointments panel for Scale A Teachers on 24 November. Interviews for the Team leader appointment will be held on 26 November. Jen can do Scale A and Vanessa will be on the Teach leader panel.

Finance:

- The application for funding for the bikes was turned down. Because 2020 has been a bazaar year with not much spending, we are running a large surplus. There has also been some funding sitting from T-lift and that will become part of our surplus. The current surplus prediction is between \$250,000 and \$300,000. Part of that is the donations money. The accountant suggested that we should look to spend now on some bikes. He thought if the Board approved we could fund half of the bikes at least. There were 15 bikes that need to be replaced.

There was further discussion around funding available from various places.

Motion: Moved Chairperson that the Board approve funding of \$15,000 to replace all the bikes that require replacement.

Carried

- Elizabeth had been looking at our IT needs. We need more devices in year 7/8. Some chrome books are parent funded but she would like funding for 20 chrome books and 6 ipads plus a new trolley to house those.

Motion: Moved Principal that the funding requested be made available now.

Carried

- We have received funding from the Ministry for counselling.

Property:

- The building has moved and there are some new leaks, as well as existing problems. There is water in the light tunnels. The Ministry thinks there may have been earthquakes or movement in the land and the building has moved. They believe the building is structurally sound. There are also a few building defects that require attention. They have appointed a minor works team to deal with these.

School Investment Package:

- We have requested the design release fee. We need someone from the Board to sign off on those things. Jess Poff agreed to do that.
- There is also some funding available to look at some alterations/additions. One need is for bag and shoe areas, within sight of cameras. We will want those in place by the beginning of next year.
- School Support Property Adviser is managing the project to create new spaces . She will meet with the leadership team who will go out to the children for their input, as well. There could be groups of studios for use, for example, an area for children's motor and balance skills. Children seem to go out of their way to use some of the balance-type features in the landscaped areas now. There was discussion around the necessity for shelter and shade. Also, maybe some astro turf or fake grass to lie on. There were several other suggestions and all those things will be considered within the funding available. The principal will speak with the teachers and ask for ideas from them and the children to be put forward by the end of November. Work will have to go out to tender because of the cost involved. It could probably start within the first term of the year.

BOT 3 Year Work and Reporting Plan:

- An annual plan is required. Although the Principal had missed the training, AI had shared a plan with the Board. The Principal presented a draft of a Triennial Plan and reporting system. It showed a three-year plan. Assurance audits are required every year and must be completed in the term in which they are required. They are usually in the legislation part of the report but could be a report on their own. Those assurances have to be given to the Board each year. e.g. could be around distributing medications and there is a requirement for assurance to the Board that there has been training around that.
- The Board can do an internal audit to ensure compliance.
- In addition, teachers would present to the Board on various aspects of the school curriculum.
- The Principal spoke at length to the report she had produced. Everyone agreed the report, the plan, and the requirements of the plan, were most helpful and easy to follow.

Motion: Moved Chairperson

That the Principal's report be accepted.

Carried

The two parent representatives left the meeting at this point.

7. PUBLIC EXCLUDED SESSION

Motion: Moved Chairperson

That the meeting moves into Public Excluded Session for reasons of legal and professional privilege and to protect the privacy of natural persons.

Carried

Motion: Moved Chairperson

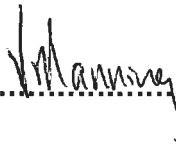
That the meeting resume in Public Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board.

Carried

The meeting closed at 8:50 p.m.

The next meeting date: 10 December at 5:00pm.. The meeting will be followed by a meal out.

Confirmed



CHAIRPERSON

2020

