

MINUTES OF KAPANUI SCHOOL BOARD OF TRUSTEES MEETING

Held on
Thursday 21 February 2019
At 6.30pm

Present: Charles Norwood, Craig Vidulich, Janet Doughty, Kirsty Green, Diane Richards, Gordon McKenzie, Ben Addington, Jayme Ropata, and Jeanette Turkington

Apologies: Kiriana Papara

Welcome: **Introductions**

Chris Rowan Consultant

Chris was invited to talk about services that her company could offer the Board to assist them with their Strategic focus for the future. This is good timing with a new Principal and a new Board coming in. A good opportunity to think about where the school wants to go.

Chris outlined the proposed process and plan. The BoT would like to start early in the year so they can hand something worthwhile over to the incoming Board in June.

Principal's Report

Raising Achievement Plan

1. Continue working with boys in writing
2. Approve core subjects, reading, writing and maths
3. Maori and Pasifika students continue to achieve at similar levels to other cohorts.

National standards had little flexibility. Years and curriculum levels will be reported on.

Teachers are becoming more confident in te reo. One of our teachers is fluent in te reo and is leading and directing staff.

Charter and Analysis of Variance

These documents have been updated and will be submitted to MOE prior to 1 March.

Achievement Plan will be part of the Charter.

Motion: Approve 2019 Charter

Moved: Craig **Seconded:** Kirsty **Approved**

Finance Reports for December

Motion: Finance report for December accepted.

Moved: Ben **Seconded:** Gordon **Accepted**

Final budget tabled for approval. Craig has budgeted on a conservative number of 570 students.

Motion: Final Budget for 2019 approved

Moved: Craig **Seconded:** Janet **Approved**

Funding for Strategic Consultant

The Board discussed presentation from Chris Rowan and her fee structure.

Chris has worked with Waikanae School and she comes highly recommended.

\$10,000 approximately seemed like a reasonable fee for the services she would offer. There is flexibility within the process.

Motion: Employ Chris Rowan to work with Board on Strategic Plan with a view to starting the process in term 2.

Moved Charles **Seconded:** Diane **Approved**

Results from National Standards data at the end of 2018 presented

The big shifts were in writing. The boys' years 6-8 showed an increase of 22.2%.

Teachers worked intensively with this target group. The Board thanked the staff for the extra work that went into achieving great results.

Election succession planning

Board members will have to think about electing a Chair when Charles steps down.

The Chair needs to be available and responsive. Charles has enjoyed his time as Chair.

Ben has indicated his interest, but cannot commit until sorting out his work schedule.

Camps

Inquirers syndicate are camping at El Rancho for two nights.

Two classes from Rangatahi syndicate are going on camp to Curious Cove the last week of February; and the remaining two classes first week in March. There was a good turnout of parents at camp meeting.

Staff

The Board commented on good feedback from community about Teacher Aides doing great work with students with hearing impairment.

Motion:

Co-opt Jayme Ropata and Kiriana Papara 21 February 2019 until Board Elections in June 2019.

Moved Charles **Seconded:** Janet **Moved**

Dental

There is a high percentage of children with tooth decay. Craig will include information in weekly newsletter.

Year 8 Students' Family Exit Survey

Only two responses received.

Principal's Report

Motion: Principal's report for February is accepted.

Moved: Craig **Seconded:** Janet **Accepted**

Agenda Items for next meeting

Strategic Reviews with Chris Rowan

Arrange meeting date with Ministry re new school – **Action Charles**

Minutes from last meeting

Minutes from previous meeting confirmed as a true and correct record.

Moved: Charles **Seconded:** Janet **Accepted**

Correspondence In

Request from Maori Team to continue Whānau Kapa Haka

Resignation – Janice Kinealy

Resignation – Barbara Chatters

The Board instructed Secretary to write letters on their behalf to retiring staff, thanking them for their service.

Meeting closed at 8.45 pm
Date of Next Meeting 28 March at 6.30 pm

Signed _____ Chairperson, Board of Trustees

ACTION SHEET FROM FEBRUARY MEETING

	Action point	By	Completed
	Arrange meeting with MOE re new school	Charles	
	Letters to retiring staff	Jeanette	
	Item in newsletter re tooth decay	Craig	

Number of members attending meeting	8
Length of meeting	2.15
Preparation for meeting	6
Time spent on other activities since last meeting	2