

MINUTES OF A MEETING OF THE PLIMMERTON SCHOOL BOARD OF TRUSTEES HELD IN STAFFROOM, Wednesday 20 February 2019

ATTENDED BY: Mike Forrest, Jasmine Hardy Mills, Mel Swallow (Chair), Lauren Prosser, Brendon Cross, Keith Poore, Sarah Pomare, Aaron Sherriff, Louise loane. Guest: Rebecca Courtney

APOLOGIES: nil

AGENDA ITEM	MINUTES	ACTION
<p>1. Administration</p> <p>Opening</p>	<p>Mel opened the meeting and welcomed everyone. The Board noted that there were only two more meetings until the Board Elections, to be held May/June this year.</p> <p>The Board expressed their appreciation for the staff and board BBQ held last Friday. They had a wonderful evening relaxing with staff and asked for their thanks to be passed on particularly to Jill, Lisa, Rosemary and Gavin for their fabulous hosting.</p>	
<p>2. Decision and Discussion</p> <p>2.1 COL Within School Teacher Mathematics Feedback</p>	<p>Rebecca Courtney reported to the Board on her role as a COL Within School Teacher for Mathematics. Key points noted were:</p> <ul style="list-style-type: none"> ● has been excellent to have the release time to work with Jill and Julie (PLD facilitator). Has also enabled time to observe and work with other teachers, particularly in other teams across the school, to support and develop their inquiries. Enabled positive shifts in practice. Developed her understanding of progression in maths ● took part in DiMaC studies with Jill. Reinforced what was being developed in school, from a theory basis. ● Some connection with other maths leaders/ teachers in other schools. Generally, felt that we were further down the track in the development of our maths programmes. ● Saw great benefits in going from streamed maths environment focussed on numeracy, to mixed ability group/collaborative and problem solving approach - increased efficacy and engagement. ● Fairly limited support from Across Schools Teachers in CoL. Some support for teacher inquiry. 	

<p>2.2 Personnel – In Committee</p> <p>2.3 Analysis of Variance 2018</p> <p>2.4 Annual Plan 2019</p>	<ul style="list-style-type: none"> ● Rebecca has greatly appreciated the opportunity to develop her leadership - strategic thinking, developing and implementing change plans, supporting teachers as learners, developing maths content and pedagogy expertise. <p>7.33pm – The Board resolved that the public be excluded, to protect the privacy of individuals concerned (moved by the Chair).</p> <p>8.00pm – The Board resumed meeting publicly.</p> <p>Mike spoke to the school-wide curriculum level achievement (effectively national standards) and performance against targets that will feature in the 2018 Analysis of Variance. Key points noted:</p> <ul style="list-style-type: none"> ● Overall curriculum level achievement in maths showed a dip in 2017 and a return to previous levels in 2018. 89.5% of students were at or above - almost reaching the 90% goal. The Board noted the huge improvement for Maori students in mathematics - reflecting changes to practice that align with cultural competencies. ● Overall achievement in Writing - there are signs of a small dip in achievement, post the peak achievement when ALL was the main school-wide focus. Need to monitor boys achievement and sustain approaches to keep achievement levels high. ● Overall achievement in Reading - there are signs of an ongoing decline in achievement. Results are particularly affected by achievement in the early years. This will be an area of investigation. ● Reading Target students - all students accelerated to expected levels. Writing Target approximately half accelerated to expected levels. A question was raised regarding the variance between reading and writing target results. It was noted that in reading the target group was Year 2 students, most of whom had been on reading recovery. In writing the target students were in years 3-4 and years 7-8. ● No target student stayed static or went backwards, they all improved <p>The Board are very pleased with the results and thank the staff for their efforts.</p> <p>The full analysis of variance will be circulated via email once completed.</p> <p>The Annual Plan will be circulated via email once completed.</p>
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<p>2.5 Budget 2019 Approval</p>	<p>Minor changes were discussed as tabled.</p> <p>There was a small increase in special needs funding and Teacher aide expenditure. During discussion the Board noted the latest government budget announcement included a reference to Special Needs funding in schools. This would not be implemented in 2019.</p> <p>Some extra funding will accommodate the first of our school New Entrant roll growth classes would be opening earlier than planned in term 2, week 5.</p> <p>A revised Capital Expenditure plan was tabled. Reductions were made in some areas to accommodate fire safety doors (main block) and air conditioning in foods room.</p> <p>It was moved (Poore/Pomare) that the 2019 School Budget be approved. CARRIED It was moved (Forrest/Swallow) that the 2019 Capital Expenditure Budget be approved. CARRIED</p>
<p>2.6 Charter and Strategic Consultation – update</p>	<p>Jasmine and Mike updated the Board on progress to date. Jasmine has developed a session plan, which Mel, Lauren and Mike met to discuss. This will be circulated.</p>
<p>2.7 Parent Engagement Survey</p>	<p>Jasmine spoke to the Parent Survey for 2019 document.</p> <p>The Board discussed options:</p> <ol style="list-style-type: none"> 1. stop conducting a parent survey 2. conduct a parent survey in a similar style to 2017 (30 questions) 3. conduct a shorter parent satisfaction survey 5-10 minutes online 4. conduct a single question survey on specific topics as needed 5. another option to come from the discussion
<p>2.8 Exit Survey</p>	<p>There was support for 3 and 4. Mel and Mike will develop some questions for the short satisfaction survey, using ERO indicators, to table at the next meeting</p> <p>Deferred to next meeting</p>
<p>2.9 Tomorrow's Schools Report</p>	<p>The independent taskforce released its report on Tomorrow's Schools, with a number of recommendations on 8 key issues for the sector and Minister. Here is the link to the <u>full report</u>. The Board will consider whether or not they wish to make a response as a Board. This will be an agenda item at our next meeting.</p>

Mike/
Mel

4.4 Attendance Report (as read in Principal Report)	Taken as read
<p>5. Administration</p> <p>5.1 Confirmation of minutes</p> <p>5.2 Correspondence</p>	<p>It was moved (Poore/Cross) that the minutes of the meeting held Tuesday 4 December 2018 be approved</p> <p>It was moved (Sherriff/Prosser) that the in-committee minutes held Tuesday 4 December 2018 be approved</p> <p>Nil</p>
<p>6. Meeting Closure</p> <p>6.1 Agenda items for next meeting</p> <p>6.2 Communication – items for newsletter</p> <p>6.3 Preparation for next meeting (action points)</p> <p>6.4 Dates of next meetings</p>	<ul style="list-style-type: none"> ● Analysis of Variance and annual plan ● Principal performance agreement ● Board Work Plan for 2019 ● PB4L ● Parent Survey ● Exit Survey ● Tomorrow's School's report feedback ● Consultation evening. ● Information for prospective board candidates. ● Mike to circulate Annual Plan and AoV ● Mike and Mel to draft Parent Survey ● Jasmine/Mike to distribute Consultation evening information <p>7pm, Wednesday 27 March 2019 – week 8 7pm, Wednesday 15 May 2019 – week 3 (Final meeting of current board) 7pm, Wednesday 19 June 2019 – week 8 (New Board)</p>

Meeting closed: 9.17pm

Chairperson: *M. S. Prosser*

Date: *30/4/19*

