

**MINUTES OF A MEETING OF THE PLIMMERTON SCHOOL BOARD OF TRUSTEES  
HELD IN STAFFROOM, Wednesday 3 April 2019**

**ATTENDED BY:** Mike Forrest, Jasmine Hardy Mills, Mel Swallow (Chair), Brendon Cross, Keith Poore, Aaron Sherriff, Louise loane

**APOLOGIES:** Sarah Pomare, Lauren Prosser

<b>AGENDA ITEM</b>	<b>MINUTES</b>	<b>ACTION</b>
<p><b>1. Administration</b></p> <p>Opening</p>	<p>Mel opened the meeting and welcomed everyone. The Board expressed their admiration and gratitude to Mike, Rosemary, Jill and all the staff for their loving response to the terrorist attack in Christchurch. In particular, their personal attention to our Muslim families.</p> <p>PTA has opted for co-chairs this year . They are Dene Harris and Katrin Ellison.</p>	

**2. Decision and Discussion**

2.1 PB4L

Mike introduced the Positive Behaviour For Learning programme, which the school is beginning to undertake, known as PB4L Schoolwide.

- 2017 Wellbeing Survey key findings indicated a number of areas for improvement
- Three tiers of support: whole school change approaches, targeted programmes, services supporting individual students. We are in Tier one this year - Developing Schoolwide systems and approaches.
- The leaders for the development are Rosemary Oxnam and Melissa Brown. All syndicates are represented with Kate Excell, Emma Currie, Jo Verran and Dionne Moonlight a part of the PB4L team. All the team attended a session today identifying positive expectations and teaching expected behaviour
- Next steps will be finding ways to acknowledge expected behaviour and discourage inappropriate behaviour
- The programme may take 3 to 4 years to implement. Each year is a cycle of change with evaluation and assessment of the current position, identifying needs, Planning for change, staff development, support to change in teacher practice, - leading to change in student outcomes, and change in teacher beliefs.

2.2 Personnel – In Committee

7.30pm – The Board resolved that the public be excluded, to protect the privacy of individuals concerned (moved by the Chair). 7.47pm – The Board resumed meeting publicly.

2.3 Analysis of Variance 2018

Mike tabled the 2018 Analysis of Variance and highlighted minor adjustments Generally student achievement is positive across the school. The following specifics were noted.

- Maths: many students made accelerated progress in focus cohorts (Tapuā and Mana). To continue this positive development.
  - Maths: Māori students achievement as a cohort improved considerably reflecting new approaches implemented. Māori target students mainly made expected progress, not accelerated. Continue to work to shift this in 2019
  - Writing: there is a gender gap between boys and girls. Slightly wider than in previous years. Need to make teams aware of this and monitor closely.
  - Reading: pattern of lower achievement in first year at school. To be a focus in 2019
- It was also noted that there was a lot in the 2018 Annual plan, and it was an ambitious programme for the year.

2.4 Annual Plan 2019

2.5 Board Work Plan

2.6 Parent Engagement Survey



	<p>The Finance Committee report was tabled and discussed.</p> <p><b>It was moved (Poore/Cross) that the finance report and transaction report be approved. CARRIED</b></p> <p><b>It was moved (Forrest/Sherriff) that the Fixed Asset threshold amount be raised to \$500 be approved. CARRIED</b></p> <p><b>It was moved (Cross/Swallow) that a credit card for Louise loane with a credit card limit of \$2k be approved. This will be accommodated by a lowering of Mike's card limit to \$2k and also increasing Carol Shaw's limit for Technology Centre to \$2k CARRIED</b></p>	<p><b>4. Monitoring</b></p> <p>4.1 Finance and Audit Report</p>
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	<p><b>It was n ed (Sherriff/Forrest) that Pimmerton Sch   use Canterbury Education Services to provide a Returning Officer and election services for the 2019 Board of Trustee elections. CARRIED</b></p> <p><b>It was moved (Cross/Hardy Mills) that the Pimmerton School Board of Trustees approves the Hongeeka Syndicate class camps to be held at Brookfield Outdoor Education Centre between 6 May and 10 May 2019. CARRIED</b></p> <p>There is a kahui ako proposal to make an application to the Teacher lead innovation fund to inquire into how developing a local bicultural curriculum could strengthen wellbeing, coherent pathways and ultimately achievement for students in Porua. This could be achieved by building a team of teachers, representing all of the schools that feed into Aotea College and subject specialists from Aotea, who will develop a range of Porua centric resources across the curriculum. These resources will reflect the unique and rich bicultural place we live, work and grow in. These resources will also reflect the things that we don't want to leave to chance.</p> <p>The board indicated its initial support for our involvement. Any full board approval would require consideration of the full application.</p>	<p><b>3. Items for Information</b></p> <p>Questions re: information in Principals Report or tabled material</p> <p>2.10 Board Elections</p> <p>2.11 Hongeeka Camp approval</p> <p>2.12 Teacher Lead Innovation Fund</p>
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<p>4.2 Health and Safety (as read in Principals Report)</p> <p>4.3 Roll Report (as read in Principals Report)</p> <p>4.4 Attendance Report (as read in Principal Report)</p>	<p>Taken as read</p> <p>Taken as read</p> <p>Taken as read</p>	
<p><b>5. Administration</b></p> <p>5.1 Confirmation of minutes</p> <p>5.2 Correspondence</p>	<p><b><i>It was moved (Hardy Mills/Cross) that the minutes of the meeting held Wednesday 20 February be approved</i></b> <b>CARRIED</b></p> <p><b><i>It was moved (Cross/Sherriff) that the in-committee minutes held Wednesday 20 February be approved</i></b> <b>CARRIED</b></p> <p>Nil</p>	
<p><b>6. Meeting Closure</b></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>	<p>Charter Approval 2018 6 year olds literacy report Maths PATs Enrolment scheme review School Network report Staff-well-being (monitoring)</p> <p>Board election info evening Board Parent survey Communication channels for parents in emergencies</p> <p>Playground committee to meet</p> <p>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: .....  
Date: .....  
*M. S. Khan*  
*15/5/19*

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