

| BoT Minutes June 25th 2020 @ 6pm - 8.40pm - meeting via ZOOM | Led by: | |
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| <p>1. <u>Administration</u></p> <p>1.1. Roll call with round robin check in. Elaine, Matt, Eve, Robert, Gary, Jackie, Jo. Keith joins as visitor 7.45 - left meeting 8pm.</p> <p>1.2. Declaration of interests - Eve re teacher aide decisions</p> <p>1.3. Confirmation of previous minutes, 28th May 2020 - approved unanimously Minutes for May 12 Health and Safety meeting - approved unanimously . Minutes for April 22 2020 - approved unanimously</p> <p>1.4. Correspondence Request from Proprietors to clarify order of events re funding. The budget for the statement of financial position 2020; Leading Edge - sighted</p> <p>1.5. Meeting planning</p> | Matt & Eve | |
| <p>2. <u>Matters Arising</u></p> <p>2.1. Charter Review</p> | Eve | |
| <p>3. <u>Discussions & Decisions</u></p> <p>3.1. Cleaning budget additional item BoT has approved floor cleaning for office before shelving is installed</p> <p>3.2. Enrollments & Roll Return Update BoT happy with the enrollment of new families this term. With the latest family enrollment our numbers will reach 26 students, for T3 & 4. This brings the school to a place of place of roll stability for the next wee while. Planning forward, it would be good to run the roll at 28. BoT discuss ramifications of student numbers now and moving forward. Principal speaks to the waiting list. BoT would like to see a settled term 3 and 4 for both teachers and students. After discussion, the board decided unanimously to take no further enrolments until 2021. This is in order to best support student wellbeing and settle the whole new school group, after what has been a stressful level of change for students and staff this year.</p> <p>3.3. Staff update Query from Proprietors re payment details for the Teacher Aide (Lola). BoT budgeted for a Teacher Aide at the beginning</p> | Eve Eve Eve Eve Eve | |

of the year. Lola is paid through Novopay at the pay scale relevant to her experience. This is to be reviewed at this meeting. (see below)

Lola working with Y 1,2,3 and has a good bond with the Y2's & 3's particularly; she is responsive to the children's interests, & has been bringing in artistic input for juniors (e.g. clay) This has made a big difference to Shaun's ability to manage the challenges of the junior room. Provides time for Shaun to do focussed literacy work with his class. Staff would like Lola to continue.

Parent help is back next term.

Continuity of having Lola there is good for our smallest people. As an ex-student Lola is able to role model problem solving to children. New parents have commented to the principal that they have found Lola's teaching useful as a model.

There is enough in the budget to cover Lola for T3. Parent meeting also reflected Parent appreciation of what Lola is bringing to Y3's - Jo comments that the seamless transition of the Y3's to the "Big room" is notable, and has often not been the case in the past.

Elaine proposes that Lola is hired at teacher aide pay scale B1 for 18hrs p/week for junior literacy support and responsive curriculum for T3. All approve (Principal abstains due to conflict of interest)

BoT appreciative of Lola's input.

- 3.4. Charter Target Review
See Principal report
- Target 1: To Support our Junior Teacher**
See also principal's report
Query re junior literacy course for Shaun. Hau ora course is his focus right now. Taking care not to overload Shaun.
Principal looking for a junior writing course for Shaun to attend in T3, meanwhile he is continuing to teach the juniors with the curriculum he learnt from Sue.
- Target 2: Curriculum rewrite**
Principal's attention and time needed at school/teaching - she is an integral part of where the school is at.
This target was set previous to the world changes, and BoT thinks it would be best to move this target to 2021.
Principal would remain free to make notes and continue her enquiry at her own pace without the pressure of having to meet outside deadlines. Principal is interested in T3 to work on health and wellbeing - a useful time to do this, particularly while there is a wide age range of children at school. Parent input also helpful.
BoT agreement for this.
BoT reps to take this decision back to the Parent body for

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| <p>feedback.</p> <p>Target 3: Te Ao Maori</p> <p>Eve would like to upskill here - not time to bring new teachers into the school.</p> <p>Rachel will be back T3 and could bring her knowledge as tangata whenua - would be good to support her to do this. Could Rachel be employed as teacher aide in this role? Perhaps we could apply for a COG's grant for this, or look into other MoE funding for this? Eve to ask Rachel about her availability.</p> <p>Important time to expand children's understanding of indigenous views/ways of being/other perspectives. Timely in context of indigenous world views.</p> <p>Revisit this at the next BoT meeting financial review.</p> <p>Target 4:</p> <p>Parent supported and empowered by Staff over lockdown. Provided rich learning opportunities.</p> <p>Special character provides intimacy - intimacy between parents/teachers/children, this was helpful in bridging school and homelife over lockdown.</p> <p>End of term presentations from children have been great - children excited in sharing their learning, and learning from one another.</p> <p>Looking forward - opportunity for new Parents to learn from Lola and other parents. Parent meetings will be important for this, as will pairing new parents up with more experienced teacher/learners. Half of the parent body will be attending next term, who haven't been able to over the past 7 weeks.</p> <p>3.5. Budget for the Statement of Financial Position 2020 Tabled (via zoom) BoT approves the Budget. Matt will sign, ready to send to Leading Edge</p> | | |
| <p>4. <u>Ongoing Monitoring</u></p> <p>4.1. Property maintenance Office upgrade underway.</p> <p>10ypp went to the proprietors. In August meeting proprietors will reconvene and discuss. Proprietor query re doors off the main room. Principal is not attached to replacing the big room windows with french doors; it is a big expense for not much gain, and perhaps will compromise the most efficient use of the room.</p> <p>School and Proprietors 10ypp versions are aligned now.</p> <p>Barn deck is halfway mended! Rohan and Tane are working to finish this.</p> <p>Proprietor query re extra furniture in the barn. This is not for Whakamanawa. (Whakamanawa resources are stored elsewhere). Once the deck is complete School will clean the</p> | <p>Eve / Elaine Eve / Jackie Jo / Robert / Barb Eve Elaine</p> | |

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| <p>barn out again. This may be deferred until later in T3, as upcoming working bee will focus on the office reinstatement.</p> <p>4.2. Financial Update Accounts are tracking - budget review next meeting. Overspend on grounds for fire extinguishers about \$1000 (principals report 2.5) has property services. N.B. Add yearly \$250 to budget for fire extinguishers at July review.</p> <p>4.3. Parent Meeting update Reflection on the term - was very needed. Positive discussion re school adapting, parents appreciated the space at school for reintegrating after lockdown. Shaun presented areas of research he is passionate about - inquiry re students finding out about self regulation. Ideas for next term - deferred due to time constraints. Good meeting - not very well attended. Plenty of apologies. Good to check with parents about relevancy of agenda - agenda needs to be sent a week in advance. Parents to let reps know if it doesn't feel worth attending. Keep time tight to respect parents time. Remind parents of the expectation that they attend parent meetings.</p> <p>4.4. Principal's report Covered over meeting</p> <p>4.5. Proprietors report Covered over meeting</p> | | |
| <p>5. <u>Meeting Closure</u></p> <p>5.1. Identify agenda items for next meeting Mid year budget review and subsequent goals setting re charter targets, music room, teacher aide Te Ao Maori, MoE update re re-covering monies for 2nd teacher. Confirm BoT meeting dates beyond 27th Aug (BRING DIARIES)</p> <p>5.2. Set /confirm BoT meeting dates for next 6 months Our next meeting will be 29th July, then 27th August. (see above)</p> <p>5.3. Comments on meeting procedures and outcomes Did not review this.</p> | All | |

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