

Roseneath School Board
Minutes
9 May 2022, 18:30 – 21:00

The meeting opened at: 18:30

1. Administration

Attendance

Name	Role	Present/Apologies
David Cooling	Presiding Member (Chair)	Present
Adelle Broadmore	Principal	Present
Anne Crewdson	Member (Staff)	Present
Lizzy Dixon	Member	Apologies
Kate Harrison	Member	Present
Matt Langworthy	Treasurer / Property	Apologies
Airihi Mahuika	Member	Present
Andrew Thomson	Member	Present

Motion that the Board approve leave for Lizzy Dixon, and Matt Langworthy for the meeting.

Moved: AB / AM. Carried

Others in attendance:

Jenny Foote

Declarations of interest

AB / AC for in committee discussion.

2. Strategic discussion

2.1. PAT / STAR results

The Board discussed / noted:

- A decision to test mathematics and reading comprehension and reading vocabulary tests. Phonics assessments provide information on grammar and punctuation skills.
- Strong results in all tests: mathematics still in the 90% range and strong reading results (with 98% above in vocabulary).
- Year 3-8 maths results are higher than national average. They show successful results from intervention strategies for groups targeted for academic improvement.
- Staff PLD on Mathletics to strengthen use in conjunction with classroom activities. It has been great for self-learning and confidence in maths.
- Reading comprehension results are strong. Many students sit in Stanine 9 and outperform the national average.
- Interventions are in place to give students the necessary or extensive boost.

- Reading vocabulary has improved. Teaching strategies include dictionary reading (which engages students).
- Recommendations from NZCER around differentiating tests within year groups to better identify learning strengths and needs.
- Exposing capable students to tests from a higher grade to better assess ability (and remove the year group ceiling). Curriculum level tests also help to keep students motivated, without impacting the diagnostic information from the test.
- Mixed ability groups encourage communication and peer-learning, instead of the traditional groups that limit students to their current way of approaching problems.
- Scaled scores generate stanine comparisons for year group data.
- An opportunity to move away from paper based tests to online tests to ease collation of data, and provide more time for interpretation by teachers.
- Features within the PAT test / NZCER website that can be used to inform teaching practice.

Action for AB to look at the cost of online assessments.

Motion that the Board accept PAT / STAR report, and thank JF for compiling and presenting the report to the Board.

Moved: KH / AM. Carried.

2.2. [In committee discussion: Employment matters](#)

Motion to exclude the public from the meeting under section 48(1) of the Local Government and Official Information and Meetings Act 1987 to maintain the personal privacy of individuals.

Moved: AT / AM. Carried.

Meeting closed to members of the public at 19:11

The Board discussed employment matters and the in committee minutes of previous meetings.

Meeting re-opened to members of the public at 19:29

3. [Monitoring & review](#)

3.1. [Principal's report](#)

The Board discussed / noted:

- Enrolment and attendance data (including the Every Day Matters report from the Ministry).
- Attendance better than majority of schools in the area. Lower attendance for Year 4/5 reflects attendance at a course offsite.
- Our roll is at the lower end of expectations for the year.
- Students are continuing to wear masks.
- The M3 Programme has started. A facilitator and she will run four thirty minute sessions teaching children movement and mindfulness techniques through Māori stories.
- Behaviour incidents, including inappropriate use of social media (and Discord) requiring restorative conversations to resolve behaviour.
- Health and safety incidents: Accidental injuries during play on the monkey bars.

- Te Reo Māori Plan that matches the Aotearoa NZ histories curriculum with waiata, Te Reo, and Tikanga Māori.

Motion that the Board accept the Principal's report.

Moved: AT / AM. Carried.

3.2. Finance

The Board discussed / noted:

- ESL reports for March and April.
- Income and expenditure are on track for the year.
- Additional PLD expenditure will be offset by increased PLD funding from the Ministry following a successful grant application.

Action AB to contact Geoff Potter.

Motion that the Board accept the ESL report for March and April.

Moved: AT / KH. Carried.

Motion that the Finance Committee be delegated to sign the Annual Accounts for submission to the Ministry by 31 May 2022.

Moved: AM / KH. Carried.

3.3. Property

The Board discussed / noted:

- A report from ML.
- Contracts from Direct Energy Solutions and EECAs for the LED upgrade.
- Unexpected terms in the DES contract related to access, and disposal of existing bulbs.
- A Procurement Recommendation Report from Gaze for new Autex Wall Linings.

Motion that the Board accept the Procurement Recommendation report for the Autex project.

Moved: AT / AM. Carried.

Motion that AB be delegated to enter into the agreement with DES on behalf of the Board once terms are clarified and agreed.

Moved: KH / AM. Carried.

Motion that the Board accept the Property Report

Moved: AT / KH. Carried.

3.4. Policy review: Health & Safety, Child Protection

The Board discussed / noted:

- Proposed changes to the Health & Safety Policy.

- The rebuild of the PE Shed means that reference to asbestos in the PE Shed can be removed.
- An opportunity to add or cross-reference the pandemic / communicable diseases chapter in the School Management policy.
- In relation to Covid-19, its intent that the Board will follow the law, best practice, and public health advice. Its risk management plan will consider the worst case scenario.

Action AM to draft the pandemic policy.

Motion that the Board accept the proposed changes to the Health & Safety Policy.

Moved: AM / KH. Carried.

4. [Discussions](#)

4.1. [Kāhui Ako update](#)

The Board discussed / noted:

- Next round of meetings in progress. A Principals Hui is being held next week.
- PLD with other Kāhui Ako leadership teams is planned.
- An ASL has resigned to relocate with family to Dunedin. Recruitment for the vacancy is planned, the team has picked up the additional work in the meantime.
- Recruitment is underway for an assistant for the Lead Principal, a short list of 5 candidates has been compiled.

5. [Identify agenda items for next meeting](#)

- Strategic Aim 2
- Curriculum: the Arts
- ERO Dimension 5: Professional capability and collective
- Community consultation, health curriculum

6. [Administration](#)

6.1. [Minutes of previous meeting \(11 April 2022\)](#)

Motion that the Board accept the minutes of the meeting held 11 April as a true and accurate record of that meeting.

Moved: AB / AT. Carried.

6.2. [Correspondence](#)

6.2.1 [Inward](#)

None.

6.2.2 [Outward](#)

None.

6.3. Actions

Review of actions from 11 April.

Owner	Action	Status
AB / JF	Develop a local curriculum	In progress
AB	AB to sound out other schools in our Kāhui Ako to participate in a Parent Information Evening on digital safety	In progress
ML / AT	Relocate the high-basketball hoop to the chain fence between the Hall and the Long Boat	In progress
DC	Contact ESL (Mobina) to seek a mid-year presentation for the Board.	Not started
AB	Consult students on possibilities for the lower playground area.	In progress
ML / KH	Seek quotes or cost estimates for the lower playground area.	In progress
AB	Consider an exit interview to obtain feedback from Māori students on their experiences leaving Roseneath School (and transitions to other schools).	In progress
AM	Add additional discretionary leave for teachers to attend Te Reo Māori / Tikanga PLD into the School Employment Policy.	In progress
AB	Update the ERO evaluation document following this discussion.	Complete
AM / ML	Draft an acknowledgement / thank you to staff for their work this term.	Complete
All	All to draft thank you cards for teachers.	In progress
DC / AM	Update the policies available on the website.	In progress

The Minutes Secretary read back actions recorded from the meeting.

7. [Closure](#)

7.1. [Date for next meeting](#)

The Board confirmed its next meeting for: Monday, 13 June at 6.30pm

Agenda items due: Tuesday, 7 June 2022

Papers are due: Friday, 10 June 2022

7.2. [Summary of meeting outcomes](#)


The Minutes Secretary read back the Board's resolutions.

7.3. [Meeting review](#)

The meeting closed at: 20:26

Minutes **approved**

Chair:



Date: 13/06/2022