Board of Trustees Meeting Minutes
Monday 19 August 2024 from 7.35 pm to 8:48 pm

Present: Byron Lynds (Presiding Member), Stacey Newlands (Deputy Presiding Member), Ava Szabo (Principal), Rod Webster (via Zoom), Anahera Brown, Jenny Jellicoe, Anna McLean (staff representative), Juliette George (staff representative), Hayley Luan (minutes)

Apologies: Toby Champion (student representative), Lillian Pak, Kirsti Whalen-Stickley

Declaration of Interests

Byron is a member of the Trust.

Acceptance of Previous Minutes and Matters Arising

Stacey noted that Drew Mayhem should be removed from the sub-committee lists. Rod is no longer on the Constitution sub-committee as the sub-committee has decided to have less people on the committee. An amendment to the Strategic Plan discussion in the minutes, it was Rod rather than Drew who was not able to attend the sub-committee meeting.

Motion: The minutes of the last Board of Trustees' meeting held on Monday 17th June were accepted as a true and accurate record with the above changes.

Moved by Stacey/ Seconded by Jenny/ Carried unanimously with no abstentions or nays.

Presiding Member Update

Byron noted that Kirsti has resigned from the Board as she has recently found out she is pregnant. She has sent her apologies for the meeting. Question raised if the Board would like to fill the position now or wait for the AGM in 2025? What is the legal requirement? From the Board of Trustees point of view, the Board has enough parent representatives. There is no legal obligation to fill the Council parent representative position now. Anna noted that there may be some interest from the new Preschool parents to join the Board.

It was suggested to wait until the 2025 AGM to elect a new Council parent representative.

Byron noted another member would be required for the Disciplinary sub-committee. Anahera noted she was happy to join the Disciplinary sub-committee.

Tumuaki/Principal's Report – August 2024

Ava presented the Principal's report which is written in line with the Strategic Goals.

Goal 1: To support each child/ākonga's progress and achievement against the NZ Curriculum and Te Whāriki

The new Maths curriculum is accessible from today with some blank sections for further discussion. It was noted that it is important to integrate Montessori philosophy with the National Curriculum. At Wā Ora, Year 3 students are assessed by OTJ (Overall Teacher Judgement) for Maths and Literacy. It will be compulsory for Year 3 students to take PAT and E-Asttle tests from 2025. Further information will be provided regarding 20 weeks and 40 weeks' literacy phonics and Year 1 testing.

The new curriculum for secondary schools will be revamped and introduced soon. The results for the new NCEA numeracy and literacy exams have been received recently with only pass or fail but no further feedback. Without any feedback, it is difficult for students to know whether they misunderstood the questions or got the wrong answer and difficult for teachers to know how to help them.

There will be more challenges for NCEA Level 2 and Level 3 and the updated curriculum will be introduced later than expected. It was noted that it is good to get the new curriculum before students take on any newly formatted exams. The Science curriculum for Year 1-8 was due to be introduced in 2025, but has been delayed for another year. The Maths and Statistics curriculum are in place now. There has been a lot of changes with the Primary curriculum and the Government Select Committee will be reforming and reviewing the drafts on 25th August 2024. It was noted that the Government may start reviewing sexuality around gender. Ava has received a survey from ERO with general questions regarding gender and sexuality.

Stacey questioned what the focus is for Year 11? Ava noted Year 11 students are not offered NCEA Level 1 exams, however they can choose to take Level 2 exams if they feel they are ready. Montessori modules are provided for Year 11s to assist them in building their knowledge for NCEA level 2. It was noted that at Year 11, students may not be ready to study independently. There will be some procedures put in place to prepare Year 10 students to become independent learners in Tawari. It was noted assessments have

been reduced for Kawakawa students and they are offered more structured lessons instead. The students are happy that they are not being overwhelmed with assessments and teachers are aware of where their students are at. Unfortunately, the modules written by teachers with broad topics have not been used very much, which was expected. It may be better to have student centred modules with some valid learning. In 2025, planned conversations will be had with students earlier to see whether it will be good to introduce module based learning.

Anahera questioned if there was any update about Charter Schools. Ava noted she attended a webinar about Charter Schools presented by Hon David Seymour. Ava noted that Charter Schools can be for profit or not for profit. A school can choose to become a Charter School for 10 years and then sign up for two subsequent 10 year periods. There is no requirement for a Board in Charter Schools and a third party is involved to govern the school. If a Charter School does not meet the target that the Ministry sets, they will reform back to a State School. In terms of funding, Charter Schools get the same property funding and operational funding as State Schools based on the student roll. Proprietors will remain for Charter Schools. There has not been a lot of information received about the details for funding. Ava noted that Principals of Charter Schools will have more autonomy to run the school similar to a CEO. The Government has received some expressions of interest on Charter Schools and a large amount of money has been put aside for 35 schools to convert to Charter Schools in 2025. It takes about 3 months to become a Charter School and the government is rolling it out now.

The final Preschool ERO report has been received. Initially, the Preschool did not pass the section "GMA7A" for security, safety check. In this section, there is a question if employees pose no risk, low risk or high risk with a note for further clarification. Wā Ora did not complete this section for teachers posing no risk, however ERO noted this section should be completed for every employee whether they pose a risk or not. Further clarification was sought and the Ministry agreed with the school that no note was required for employees who pose no risk. ERO has since removed the comment in the report that Preschool failed in this section. In terms of Health and Safety, the Preschool did not pass the master health and safety check when ERO visited previously about 3 years ago. A daily hazard check list has been put in place for the Preschool kitchen, outdoor area and each classroom, which is completed every day. Unfortunately, the week before ERO visited, one class failed to complete the health and safety check for one day and the outdoor area was checked, but paperwork was not completed. One of the checklists was also not signed and dated. After the initial ERO report was received, the school has made some changes and had another meeting with ERO. The final ERO report states that the Preschool now meets all necessary criteria. It was noted that EROs main focus is paperwork to ensure all ECE centres are compliant with the ECE regulations.

Goal 2: To ensure we build, develop and practice an authentic Montessori programme and approach throughout the school aligned with MJ2EX and the Wā Ora Montessori essential elements.

No further discussions at the meeting.

Goal 3: To establish, maintain and improve equitable learning outcomes as Tiriti partners, recognising the importance of partnership with Māori in education.

No further discussions at the meeting.

Personnel

No further discussions at the meeting.

Roll

The roll is looking healthy compared with August 2023.

2024 Odyssey Update

Ava reported to the Board in relation to the long hike which took place during the 2024 Odyssey. It was highlighted there was no actual risk to students with the long hike. There were a couple of students who were upset because they could not participate in the long hike. Overall, the Board can be reassured that there was no issue with the long hike and there was no risk to the students.

Motion: That the Principal's Report for August 2024 be accepted.

Moved by Anna; Seconded by Stacey; All in favour motion carried.

Interim Report

Ava presented the interim report and noted that the school has enrolled 18 new students in 2024, which has impacted the interim results.

For writing, about 65% students are at or above the standard and about 50% boys are at or above the standard, which is the first time in 7 years. The hard work of the literacy rōpu group has paid off along with the PD with Helen Walls is reflected in the results as well. Of the 18 new students enrolled this year, 14 were below or well-below in writing and all of them were below and well-below in at least one of the tests. It was noted that we are a small school and taking on 18 new ākonga has a relatively big impact on the results. This many new students have not been enrolled at the same time in the past.

Reading results have remained steady with only slight variations. There are concerns for Māori and Pacifica students in the writing results – these have dropped. It was noted this is a small cohort with 4 children and they moved from Year 8 to Year 9. Further investigation will be made to see how these ākonga can be assisted. There is an increase in Reading and Maths results, especially for boys, compared to 2023. There has been a large amount of work done to make this happen. It was noted that the structured Literacy and Maths courses will only be provided when required and will not be continuous. The Year 10 cohort for 2024 (Year 9 last year) contains many students with higher needs. An extra TA and additional support for literacy and numeracy have been provided with one on one sessions. The overall Maths results are pleasing. The students are happy with the programmes that David has put in place for Maths.

Anahera questioned if there will be an impact on school reporting with the potential changes over the next two years. Ava noted that the school will be following the government guidelines for all changes. The type of assessments has not been changed, but it is unclear what the structured Maths will look like in Primary. Our Montessori environment is structured and the teachers have been working hard to ensure that everything is on paper to prove all their hard work. The rule of thumb is there will be extra staff assisting students when required. It was noted that students are usually good at finding things that interest them in the classrooms, otherwise they are guided by the teachers.

Ava noted that Year 3 will have to sit PAT tests, however there has been no information about other assessments yet. There is no testing or assessments at this level at present.

Anna and Ava looked at the enrolment policy. The enrolment policy sub-committee will have a further discussion to ensure the school is robust in enrolment procedures. Ava will call APIS to talk with the CEO Kevin in regards to lowering the preference percentage to 7% as previously approved by the Board. There have also been many phone calls from MOE directly asking if we are available to take in students with high needs. Ava noted the school is full and there is no longer space for external students.

The Board acknowledged Ava for compiling the report.

9-12 Camp and Blue Light EOTC Forms

The 9-12 camp for 2024 will be held at El Rancho as per last year. El Rancho has their own health and safety documentation which has been shared with the Board. It was noted that many parents volunteered for the 9-12 camp to assist and their work is appreciated.

The Blue Light camp will be held at Trentham, Upper Hutt this year and is funded by the school as a leadership camp. Parent consents have been received from all 5 students who are attending the camp. The Blue Light health & safety document will be circulated to the Board when received. Stacey questioned if there is a SASS form for the Blue Light camp. Ava has shared the SASS with the Board.

Anna noted at the bottom of the 9-12 EOTC form, the ticking boxes in the highlighted section have not been ticked. Ava will return the form to the staff in charge to complete.

Anahera questioned if the students will walk to the beach whilst on the 9-12 camp. Is there a water safety document? Juliette noted there is no water play and they are going to the sand area only. Ava will ask staff in charge of the 9-12 camp to provide further details about the beach activities.

Hayley will email Board members on 27th August for approval on both camps.

BoT Financials

Hayley presented the BoT financials. Extra funding has been received from the MoE to cover all support staff pay increases. The major maintenance is mainly for external painting, which was paid from the 10-year maintenance account.

Motion: That the August 2024 Board financial report be accepted.

Moved by Anna; Seconded by Byron; All in favour motion carried.

2024 Board Student Representative Election

Hayley presented the 2024 student Board representative election dates and noted the September meeting will be Toby's last Board meeting.

Motion: That Jo Dyer and Hayley Luan be appointed as returning officers for the 2024 Board student representative election.

Moved by Byron; Seconded by Ava; All in favour motion carried.

Administration

Correspondence

The correspondence was noted.

Board Newsletter Article

Byron noted that the Board is due to write an article for the School newsletter on 2nd September 2024. Byron will ask Lillian if she would like to contribute. It was noted that potential topics for the school newsletter have been discussed previously. Hayley will send Byron the previous minutes for the topics.

Other Business

Anahera did a staff exit interview with Donna and has passed on notes to the Board.

Agenda Items Next Meeting

- Curriculum Report
- Farewell Toby
- Arts Report

The meeting closed at 8.48 pm.

The next Board meeting is scheduled for Monday 16 September 2024 in the Tawari classroom at the High School

Signed Presiding Member, Wā Ora Montessori School

Date 16 September 2024

(Please note Action Items are on the following page)

Action	Personnel	Due
Ava to ask staff in charge of the 9-12 camp to provide further details regarding the beach activities	Ava	By 27th August 2024
Hayley to email Board members to gain approval for the Blue Light camp	Hayley	On 27th August 2024
Byron will ask Lillian to write the school newsletter article on behalf of the Board. Hayley will send Byron the previous minutes regarding the topics that were previously discussed	Byron and Hayley	On 20th August 2024

2024 Council/BOT Meetings

7.00pm at Wā Ora Montessori School – Tawari Classroom

January – No meeting
Monday 19th February 2024 (Week 4, Term 1)
Monday 18th March 2024 (Week 8, Term 1)
April – PD Session - TBC
Monday 20th May 2024 (Week 4, Term 2)
Monday 17th June 2024 (Week 8, Term 2)
July – PD Session – TBC
Monday 19th August 2024 (Week 5, Term 3)
Monday 16th September 2024 (Week 9, Term 3)
Monday 21st October 2024 (Week 2, Term 4)
Monday 18th November 2024 (Week 6, Term 4)