Board of Trustees Meeting Minutes
Monday 21 October 2024 from 7:00pm to 7:03 pm and 7:20 pm to 8:15 pm

Present: Byron Lynds (Presiding member, joined via Zoom from 8:09pm), Stacey Newlands (Deputy Presiding Member), Ava Szabo (Principal), Rod Webster (via Zoom), Jenny Jellicoe (via zoom), Anna McLean (staff representative), Rachel Visser (student representative), Hayley Luan (minutes)

Apologies: Lillian Pak, Anahera Brown, Juliette George (staff representative)

The meeting opened with a Karakia.

Stacey chaired the meeting due to Byron's absence. Stacey welcomed everyone to the Board meeting and welcomed Rachel Visser to her first Board meeting as the student representative. The Board members introduced themselves around the table.

In-committee Meeting from 7.03pm.

Motion: That the public be excluded from the following part/s of the proceedings of this meeting namely for agenda items under In-Committee. Minutes are kept in the PEB minute book.

The meeting reopened at 7.20pm

Declaration of Interests

Byron is a member of the Trust.

Acceptance of Previous Minutes and Matters Arising

Motion: The minutes of the last Board of Trustees' meeting held on Monday 16th September were accepted as a true and accurate record.

Moved by Anna/ Seconded by Ava/ Carried unanimously with no abstentions or nays.

Tumuaki/Principal's Report – October 2024

Ava presented the Principal's report which aligns with the Strategic Goals.

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

Ava presented the updated Annual Plan to the Board. It was noted that the Annual Plan is discussed at the end of each term by the SLT collaboratively.

There have been many changes from MoE regarding curriculum and it is difficult to keep on top of them all. The curriculum for the Preschool, Primary and Secondary School have had to change accordingly. Moving forward, the new English and Maths curriculum will be in place from the beginning of 2025. Ava noted she is working with Tania and has sent through feedback for the literacy and numeracy draft curriculum. The draft curriculum is different from the ones teachers worked on at the previous MoE Teacher Only Days. Teachers will continue to work with the draft curriculum on the MoE teacher only day this Friday.

Ava noted that the Montessori curriculum is key. A big change going forward is to ensure we are aware of what is required to be taught each year. According to the new curriculum, testing will start at Year 3 not Year 4. It will be an interesting space for us to see what that might look like for ākonga as most of them transition to Primary when they are Year 2. There has been a lot of work done in the literacy area through the literacy rōpu. The science curriculum has been pushed out to 2026 and the arts curriculum may be the next one that will take effect soon.

Schools will be required to have 20 weeks and 40 weeks' online assessments for phonics. Tania and Ava have been having a lot of conversations around this. There have been expectations on specific learning that many schools are quite concerned about and there have not been any updates received on special education for our young tamariki.

Rachel questioned what is special education? Ava noted that it is for children who have a diagnosed disease and may require additional learning support. The bar is very high to access funding for these children. The MoE only funds partial costs of teacher aides with the school required to top up the remaining costs.

Stacey raised a question regarding the phonics testing for Year 3s in week 20 and week 40 and how does this work with Montessori philosophy? Ava noted she has not received any further information regarding this. Anna noted it is to ensure the school has some touch points to gauge where ākonga are at. The week 20 testing is supposed to indicate if any immediate assistance may be required. The weeks 40 testing is to show if a child is on track. The testing suggests linear progression for ākonga and it is noted by the Ministry that the data will be used in a generic way with no individual names being stated.

Stacey questioned if there is a report for the structure of learning in Kawakawa? Ava noted both Hilary and Tanya travelled to Australia for MIM (Meeting in the Middle) which is a gathering of kaiako for Montessori adolescent programmes. A document has been compiled regarding how to get ākonga self-motivated and engage themselves in Kawakawa and Tāwari. The document will become a discussion point at parent teacher interviews and will strengthen the curriculum with further information. The document will contain attributes for ākonga to achieve and will be narrowed down to what is specifically important for each ākonga. Students will be able to make comments and information will be added to reports. Parents will be able to see the big picture and spark conversations. The end of year report for Tāwari students will be very different in 2025.

Rachel noted reporting time is a lot of work for the teachers and questioned how teachers would be able to put more time into it? Ava noted there will be less teaching hours and more time to have conversations with ākonga as an advisor over 3 years (especially in Kawakawa). The document includes all the attributions of the student and can be used as a guide which records past information for comparison. As far as the timetable goes, the new Tāwari timetable is still a work in progress, but will aim to provide ākonga with more flexibility where they have more choices. The Year 12s and Year 13 students will be more empowered by the new timetable and teachers will guide them so they can see what independent learning looks like.

Rachel questioned the proposed new timetable for Year11s, and if it will help the students more at the start of year? Ava noted the Year 11s will have a very different programme at the start of 2025 and the timetable is more important for year 12s and year 13s. There will be more structured hours and not too many independent hours. No further details have been received for the timetable yet. Rachel noted that at present the Year 11s are not doing NCEA Level 1 so will the new timetable be introduced later on? Ava noted almost all of the Year 11s are doing NCEA Level 2 exams this year, which will give Tāwari teachers more time to work on the new timetable.

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 continuing positive roll numbers in the Preschool is exciting and that it continues to grow. Ava acknowledged the mahi of Anna and the Preschool staff.

Ava and Stacey attended the new parents evening. The new parents were excited and already talking about their children in 10 years' time. The new school website certainly helps with marketing and the photos with current students all look very good.

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

Moved by Jenny; Seconded by Rod; All in favour motion carried.

Year 4 Sleepover

Ava presented the SASS form and Health and Safety documents from the provider for Year 4 sleepover. The proposal form was presented at the previous Board meeting. It was noted that the risk materials are comprehensive and there were no questions raised.

Motion: That the Year 4 sleepover be approved to proceed.

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

Kawakawa Community Service Camp

Kawakawa community service camp will take place at Holdsworth in December 2024. It was noted that the risk level has not been ticked on the form. Ava noted that Tanya is aware of this and believes the boxes should only be ticked once the camp has been approved by the Board. Ava will tick the boxes after the Board has approved the camps. Stacey agreed and noted that it is clear in the document that the risks have been well considered.

Jenny questioned if the school owns tents? It was noted that the school has big tents which accommodate 8 people and have 2 rooms. All the tents are new and made from lighter materials, not the heavy canvas tents.

Motion: That the Kawakawa community camp is approved to go ahead.

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

Tawari Camp 2024

Stacey noted it is stated on the form that there will be no swimming if the surf lifesaving club cannot be arranged to support swimming. Ava noted that Tanya has been in touch with the club and they are happy to come out and help with the camp.

Jenny questioned if Year 10s will be going on the camp as well (i.e. next year's Yr11s). Ava noted that this camp is to form a community so it is important to include the Year 10s along with Year 11s and Year 12s. The total student numbers attending camp were bigger last year as the Year 13s attended also. They will not be attending this year's Tawari camp. Ava will update the EOTC form to add Year 10s on the attendance list.

Motion: That the 2024 Tawari camp is approved to go ahead.

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

Waitangi February 2025 Proposal

The Board appreciated the notes on the proposal which provided further information regarding the trip. It is an expensive trip so it has been narrowed down to Year 12s only. It was noted that parents are requested to pay donations on curriculum related school trips/camps. It is important that all parents pay the donations, otherwise the school will not be able to afford the costs and may have to cancel school camps moving forward. The rest of the paperwork will be presented at the next meeting for approval.

Kawakawa Kaitoke Trip 2025 Proposal

This trip is for the class to bond at the beginning of 2025 with new students moving up to Kawakawa from 9-12s.

2025 Odyssey has been scheduled for the end of Term 1 2025 so this would be in lieu of teachers and students going at the beginning of the year. It is a decision Ava made after talking with the teachers. Waitangi Day has become more and more important for some of our staff who want to be with whānau on the day. Previously the teachers who worked on Odyssey were given time in lieu for working over the weekend which was advised by the union. As Waitangi is a public holiday which is normally included during Odyssey, a 3rd day would have to be given to the teachers which is quite hard for the school to arrange. Odyssey has therefore been moved to the end of Term 1 for 2025.

Jenny questioned if students will be permitted to swim or jump into the water during Odyssey? Ava noted that there will be rules around health and safety for Odyssey which includes water activities. More information will be provided at the November meeting.

Odyssey 2025 Proposal

The 2025 Odyssey will take place in Whanganui. It was noted that Tanya arranged one Odyssey camp at the same place many years ago and the place was amazing.

Stacey questioned if the school knows why some students opted out of Odyssey in previous years? Ava noted that there are a variety of reasons. Some of them did not want to go and the school cannot force students to go on school camps if they do not want to. One of the benefits of going later on in Term 1 for Odyssey is that the Year 8s will have the opportunity to prepare themselves to go on Odyssey throughout Term 1.

BoT Financials

Hayley presented the BoT financials.

According to the current cash flow forecast, the Board will request $300k from the Trust in November to cover extra staffing which is $200k lower than budgeted. The operating lease expenditure is for teachers' laptops lease and will be capitalised at the end of the year. The major maintenance is for external painting and was paid from the 10-year maintenance account. The cleaning consumable budget and actual expenditure will have to be reviewed as the account has been overspent this year. The FTTE is overspent by 6.24 and will be balanced out at the end of the year as 2.5 full time staff have been paid from the bulk grant.

Stacey questioned if the change of High School designation code will affect school rates? Hayley will find it out and report back to the Board at the next meeting in November.

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

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

Byron joined the meeting at 8:09pm.

Administration

Correspondence

The correspondence was noted.

Agenda Items Next Meeting

- PE and Health Report
- Reading Report
- SENCO Report
- Camp donations
- Final EOTC forms for Waitangi trip, Kawakawa Kaitoke trip and 2025 Odyssey

The meeting closed at 8: 15 pm.

The next Board meeting is scheduled for Monday 18 November 2024 in the Tawari classroom at the High School

Signed Presiding Member, Wā Ora Montessori School

Stacey Nerlands
Deputy Presiding Member

Date 18/11/24

Action	Personnel	Due

Hayley to find out the potential impacts on school rates from the change of High School designation code	Hayley	Before the next meeting in November
Hayley to send through the Trust donation request of $300k on behalf of the Board to cover extra staffing cost	Hayley	By the end of November 2024
Hayley to prepare the draft 2025 budget	Hayley	By the November meeting on 18th November

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)