

Health Consultation

- 81/20 Adam advised that the trustees except for Hayley had all been involved in the last Health Consultation.
- Every 2 years it is a requirement by law to consult with the school community to gather their thoughts, views and opinions.
 - Adam put the survey up on the screen for the trustees to look at. There are 7 areas that the community get to share their opinions on and the results are used to help shape the Health and PE Curriculum Implementation Plan for the next 2 years.
 - The chairperson then has to write a statement as to where that sits as required under the Education Act.
- The Board were happy for Adam to send out the Health Survey and were interested to see what comes back.

Parent Group Policy

- 82/20 There had been no changes to the Parent Group Policy and the Board were happy for it to stay the same.

GIBSON/AIULU

Strategic Planning

- 83/20 Every 3 years it is important for the community's voice to be heard on the planning for the school even if they are happy with the current direction. From the feedback/feedforward that is received the BOT can set the direction for the next 3 years. Adam will send survey out to the community tomorrow and should have the results back for the next meeting.

Te Whanau Kaitiaki

- 84/20 Deb and Maureen have got together and organise the week for Maori Language Week.

Pasifika Advisory Group

- 85/20 Tom advised that the PAG had got together for a meal and had a few families there and lots of conversation. Everyone is coping well and happy with what is happening at school. Hayley offered to seesaw parents and remind them they are welcome to attend the PAG or Te Whanau Kaitiaki meetings.

Principal's Report

- 86/20 Adam's report covered
- Seat of Remembrance – A ceremony was held for loved ones lost during COVID Lockdown
 - Plans are being put in place for Maori Language Week.
 - Aspiring Leadership Group Day and Established Leadership Day was held with Tony from Interlead
 - Currently have 4 student teachers as Postgate all in their final year of study
 - Advert has been placed in Kapi Mana for 2021 enrolments
 - Caretaker's Shed has been cleaned and asbestos encapsulated and a Certificate of Safety issued.
 - Approval given for the Junior School Heat Pumps, Junior School Deck and new windows and front door for the office area.
 - The current school roll is 358 with the projected end of year roll being 367 and climbing.
 - Denise Harrison has accepted the role as Returning Officer

Meeting with Ministry of Education re Buildings

87/20

Adam advised that he had met with the Ministry of Education on Wednesday and there will be no more money basically it is all about the budget so before we put the work out for tender we have to slash some of the work that is needed to be done to fit the money available.

- The Ministry were going to cut all the decks in the plans until the Architect advised that they were there to accommodate a parent at the school who is in a wheelchair and needs access to those rooms. The Ministry will look to see if we are entitled to get more money for the decks through modifications as we have a valid reason for having them.
- Adam feels that the Ministry's approach is short sighted as they think we should do a half pie job and then in 5 years' time do it properly. Adam thinks the opposite it costs more money in the long run not to do the job properly the first time. With making the work fit the budget some of the work is going to have to be put to the side. Adam explained to the Ministry about all the leaks and even took the lady down and showed her the worst areas, but she was adamant there was no more money. So the senior deck and the coliseum might need to be cut so that the Junior toilets can be upgraded.
- Some schools in Porirua with the same decile rating have a lot less than Postgate but that is because they have been poorly managed.
- Once Adam hears back from the Ministry he will write up a report for the trustees to see.

School Testing

88/20

Adam explained to the trustees that the staff have currently been testing, and what that looks like. Teachers have been using PAT, STAR, PAT Maths and Reading and e-asTTle tests.

- Adam gave a visual presentation of results across the school and showed how he studied the results, comparing tests results from the end of Term 1 to those in Term 3 and explained the colour coding. Pupils are tested twice a year and in PAT Maths it is the same test both times and the testing is done again in Term 3 so teachers can base their Inquiry on those results and have another 10 weeks to make a difference before the end of year.
- An Intervention Programme run by Asmita Rama for Years 4/5 and Kelvin Harper for Years 4/5/6 to help those children who have come back from lock down and teachers could see a need. Some of the results are poor because of the lack of engagement we didn't see them at all during lockdown and then some took 2 to 3 weeks to return to school after primary schools were able to return to normal
- Adam advised that all this data that he has shared tonight will be in a report for the next meeting in Term 4.
- Adam advised that he had wanted to conduct the Wellbeing Survey again with the pupils but he is unable to access it again until next year. What he is seeing in the playground seems to suggest that everything is back to how it was before Lockdown.

Cohort Entry

89/20

Adam advised that the school is keen to start cohort entry in 2021. This means Year 1's would start either at the beginning of a term or halfway through the term (Week 1 or Week 6) Cohort entry is when New Entrants start school in groups through the year rather than on their fifth birthday. The consistency of entry is beneficial to both teacher, children already in class and the new children starting.

Adam will advise parents of New Entrants about the cohort start on the acceptance letters he sends out after the ballot is held for spaces for 2021. The Board fully supported the move to cohort entry for 2021.

Adam advised because of the large class sizes there will be no available spaces for out of zone pupils from Year 2 to Year 8 for 2021 and only in zone enrolments will be accepted. The other unknown is how many families walk in next year to enrol who are in zone, so we have to make allowance for walk ins as well. Hayley has visited the local kindergartens to see who might be coming next year.

Staffing 2021

90/20

- Chris Shaw has let Adam know that he will be moving to north at the end of the year to live in Whangarei.
- Asmita has requested another Years leave – see 79/20
- Heather Brown has applied for another job up the line as she lives in Waikanae but she hasn't heard anything. **(has since heard that she was unsuccessful)**
- There have been 2 jobs advertised in the Gazette, one a fixed term position and one a permanent position. Jo Riley has put her CV in for the permanent position and Adam said that Jo had done a fantastic job over Lock down and has been developing very nicely in the classroom since.
- Adam will be advertising on Friday for a Team Leader position in the Gazette

Appointments Panel

91/20

- Malissa is happy to be the Board Representative on the Appointments Panel for the fixed term and permanent positions
- Hamuera is happy to be the Maori Representative on the Appointments Panel for the Team Leader position.

Possible Classroom Organisation for 2021

92/20

- Year 7/8 Kayne, Cecilia, new person
- Year 4-6 Samantha, Jo (if she gets the position) Alex plus new person - maybe Heather if she stays to get more experience of a different level.
- Year 2/3 Michelle, Tina, Cheryl and New Team Leader
- Year 1 Hayley, Cat and Nicole (who asked to move lower down the school)
- DP Kelvin Harper
- Acting AP Hayley Walters
- Reading Recovery Deb Boland Vernon

TOWNLEY/AIONO

Term Dates

93/20

The Ministry have given the schools a smaller window of dates of when we can start and when we can finish for 2021.

The favoured option would be:

Week 1 – school starting for pupils on Wednesday 3rd February (3 days)

Week 2 – Monday Waitangi Day 4 days

Week 3 – 5 days with the school picnic being held in Waikanae on the Friday.

Malissa spoke about the hardship for parents putting children in holiday programmes at a cost of \$50 to \$60 per child per day leading up to Christmas with the school finishing on 15th December.

If you went closer to Christmas then it means the school would start later in February Tuesday 9th February. Both Kelvin and Hayley spoke about the benefits for children and their learning having the first week of school only 3 days followed by 4 days the next week finishing in the 3rd week with the school picnic on the Friday. Adam advised that the school did not have any Teacher Only Days during the year so parents did not have that expense.

It was agreed that the better option for 2021 would be to start with the 3 days, 4 days followed by 5 days and the school picnic.

TOWNLEY/WALTERS

FINANCE REPORTS

94/20	RESOLVED That the July 2020 Management Report as circulated be accepted. WALTERS/GIBSON
95/20	RESOLVED That the July 2020 Finance Report as circulated be accepted TOWNLEY/AIULU
96/20	RESOLVED That the Schedule of Payments for July 2020 of \$16,752.32 as tabled were accepted. Receipts for July of \$16,176.96 as tabled were acknowledged. Staff reimbursements made to G de Villiers for seeds \$35.76, Tina F for items for her classroom \$160.23, L Snelson for items for staffroom \$26.00, D Vernon for powhiri \$52.73, L Hayne for cooking items for Jesse \$23.69 and J Dench milk for staffroom \$46.15. Reimbursement to Adam Campbell Principal for staff tea for Learning Conference of \$406.00. GIBSON/WALTERS
97/20	It was noted that on 1 st July 2020 \$120,000 was transferred into the 025 account from the 00 account, with interest for the month of \$166.32 making a balance of \$391,851.78 at the end of the month.
98/20	RESOLVED That the August 2020 Management Report as circulated be accepted. WALTERS/GIBSON
99/20	RESOLVED That the August 2020 Finance Report as circulated be accepted AIULU/GIBSON
	RESOLVED That the Schedule of Payments for August 2020 of \$36,608.85 as tabled were accepted. Receipts for August of \$28,760.44 as tabled were acknowledged. Staff reimbursements were made to K Harper for music \$82.99 and to Hayley Walters for literacy \$275.77. TOWNLEY/AIULU
	Staff Trading Report for July/August 2020
100/20	RESOLVED That the Trading Reports for July/August 2020 as circulated be accepted WALTERS/AIULU
	General - Nothing
101/19	RESOLVED That in terms of section 48 of the Local Government Official Information and Meeting Act 1987 the public be excluded from this part of the meeting to move into Non-public business. It was noted that there was no Non Public Minutes or business to discuss. TOWNLEY/CAMPBELL
	The meeting closed at 7.05 pm Next Meeting 2nd November 2020
Chairperson to sign	

**ACTION LIST FROM BOARD MEETING HELD ON MONDAY
7TH September 2020**

ADAM PHIL BERNADINE TOM MALISSA
81/20
83/20
87/20
88/20
89/20

HAYLEY HAMUERA GENEVA LESLEIGH KELVIN
85/20

Minutes to be confirmed - Monday 2nd November 2020