



Maraetai Beach School

Our Purpose: People, Potential, Planet - Growing a community of successful lifelong learners

MINUTES OF MARAETAI BEACH SCHOOL BOARD MEETING

Held at Maraetai Beach School, Maraetai

On TUESDAY 18 February 2020, 6.00pm

Present: Mark Keenan (MK) (Principal)
 Wayne Gillard (WG - Staff Rep)
 Craig Rooks (CR) - (Chair)
 Maria Lamberto Calvo (MLC)
 Simon MacKechnie (SM)
 Tristan Gilchrist (TG - Minutes Secretary)
 Damian Powley (DP)

Apologies: Vonja Young (VY)

Visitors: Kate Deane
 Lindsay Henderson

1	Open and Welcome	Follow up
	<ul style="list-style-type: none"> a) CR opened and welcomed everyone to the meeting at 6.03pm. b) CR requested any conflict of interest declaration based on agenda. c) MK / DP led karakia. 	
2 and 3	Strategic discussions and decisions	Follow up
	<p><u>Schoolwide Basic Facts - Data Analysis 2019</u> Lindsay Henderson Presentation</p> <p>Growth in all year levels in 2019. 85% of students at or above standard is a high target to have. Overall we would have achieved this or close to it. Our basic fact tests assess whether the students have instant recall. Students need to be firstly taught to a good level of understanding, basic facts are not just known. A lot of time is spent on ensuring students' understanding. Students build on facts each year so the strong foundation in junior learning is imperative. We are confident that the Year 7 students will be enabled to grow throughout the following year to be prepared for College.</p>	



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Embed the student inquiry process across the curriculum

Kate Deane

[Presentation](#)

Analysis of the efficacy of our student inquiry process was completed through student voice by KD. It was evident that our students were passionate about their inquiry topics and were being actively taught how to research and present. However, across the school the students were unaware that they were doing a particular topic such as science, technology etc. This is a concern that they know they are learning but not what school of learning the topic belongs to, this is something we will work on.

This was our second year of running this model and it is now highly embedded across the school with both students and teachers.

Target 3: to improve student / teacher knowledge and raise achievement in grammar and punctuation

Wayne Gillard

[Presentation](#)

This is an area of learning where we need to keep focusing on as we go forward. We have made progress within each year level, which is great. Our teachers have been looking at different ways to encourage the shifts that have been made. Typically our y4s start off lower but make significant progress.

Over the years has performance in punctuation and grammar declined? Stayed similar but not gone up. As teachers, we look at why we aren't making a lot of progress, and we make sure it is a significant teaching focus within our school. This trend is apparent further than just at our school but is something we are working on.

2019 EOY Data

Mark Keenan

[Presentation](#)

It is significant to note that $\frac{1}{3}$ of our children are in year 1 & 2. When children start they are at all different levels but have mostly all caught up by the end of y3. Therefore, having such a high percentage of our students in this junior area slightly skews our overall data.

Reading and maths are something we do well. Writing is an area we can focus on. The drop in percentage achievement can be put down to our high numbers in the junior school.

We don't include y1 in our data as there are so many other factors in play that it is difficult to get constructive data. The students are being tracked in y1 but the data isn't valid for these analyses.

We are disappointed that there appears to be a difference with our male and Maori student progress, however it is thought that once our male and Maori student progress improves, our 80% target will be achieved.



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	<p>Motion: Targets are accepted and submitted alongside our annual plan and analysis of variance to the Ministry Raised MK, seconded CR, unanimous.</p> <p><u>Community communications</u> MLC and SM to undertake. Termly update to community would be great. Profile of the board would be great to put out with photos as well. Action: to put together and LV to distribute</p> <p><u>Review Trustee register</u> Board areas of responsibility for 2020: Chair - CR unanimous Finance - SM Property - MLC Policies and Legislation - VY Health and Safety - DP Community and Communications - MLC / SM These positions were unanimously agreed upon.</p> <p>Action: CR to Share speech from Meet the Teacher evening. Add photo etc. to go out this Thursday</p> <p><u>Sign off on Annual Plan</u> Motion: accept the strategic plan as tabled. Raised CR, seconded SM, unanimous</p>	<p>MLC / SM</p> <p>CR</p>
4	Monitoring Reports	Follow up
	<p>a) Principals Report</p> <p><u>Staffing</u> classroom student numbers to be added. 10ypp has been used, nothing for the next 2 years.</p> <p><u>SIP money to be used</u> -in the resource room -Heatpumps - ministry disallowed us using this money for heatpumps. If we can't use the funding for the heatpumps we will look to other options such as an outdoor canopy. MK still continuing negotiation.</p>	



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<p><u>New build</u> Developed design stage almost at completion. Went through plans with Bot members. Next step, once developed design stage complete, costings, then detailed design....</p> <p>Action: speak to architects and make a plan to involve local iwi blessing of the land etc. DP to send email to MK to forward to architects.</p> <p>Motion: To accept Principals Report as tabled Raised CR, Seconded WG, unanimous</p>	<p>DP / MK</p>
<p>b) Board Chair's Report</p> <p>Updated Meeting Dates approved. Timetable for 2020 been updated. The review of the house be moved to July.</p> <p>Motion: To accept CRs Report as tabled Raised DP, seconded SM, unanimous</p>	<p>CR</p>
<p>c) Finance Nothing further to report</p>	
<p>d) Property Nothing to report</p>	
<p>e) Policies and Legislation: Cultural Diversity: celebration festivals we complete within teams and often at assemblies. Cultural groups, links to local iwi.</p> <p>Content ***** Rating implementation *****</p>	
<p>f) Health & Safety TG to re email the H&S report No issues over summer.</p>	<p>TG</p>



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5	General Business	Follow up
	Other business:	
6	Administration	Follow Up
	<p>a) Motion: to approve the minutes of the meeting held December 2019 as a true and accurate record: Raised CR, seconded MK, unanimous.</p> <p>Action Points from previous minutes: CR to send through report from Tracy Martin - to do MLC to have gutter cleared, arrange minor repairs with PD for external contractor. - to do</p> <p>b) Correspondence tabled.</p> <p>c) Identify agenda items for next meeting</p> <p>Review Annual Plan - topic: Strategic Goal 1. Staff Appraisal, coaching and Professional development. MK and WG Communication with iwi around new build</p> <p>Meeting closed at: 8.23pm</p>	
	Next Meeting: 17 March 2020 at 6.00pm in the staff room.	