

**Roseneath School Board**  
**Minutes**  
**11 April 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	Present
Kate Harrison	Member	Present
Matt Langworthy	Treasurer / Property	Present
Airihi Mahuika	Member	Present
Andrew Thomson	Member	Present

Others in attendance:

None.

Declarations of interest

AB for the in-committee discussion. DC for the NZSTA AGM.

2. Strategic discussion

2.1. Strategic Aim 1

The Board discussed / noted:

- A report from AC / AB outlining progress with strategic actions in 2022.
- Goal setting conversations have been held online with parents, and all students have completed a learning survey.
- Year 3-8 have completed learning maps that are to be reviewed throughout the year.
- Learning strategies, hands-on learning opportunities and engagement levels throughout activities and teamwork. Including the use of play-based learning (Discovery Time).
- Effort of Staff in developing strategies and concomitant strong engagement of students.
- Creative use of outdoor learning spaces to respond to Covid-19 restrictions (and to provide opportunities for 'mask-breaks').
- An opportunity to share the content of the report with whānau through the newsletters.

**Motion** that the Board accept the progress update on Strategic Aim 1.

Moved: ML / LD. Carried.

## 2.2. Key Competencies: English

The Board discussed / noted:

- A report from AB providing a snapshot on how the English curriculum can be integrated with the key competencies. Literacy takes a huge portion of daily learning.
- Multiple perspectives encouraged, as a writer and reader, to help create links.
- Managing goal-setting, communication skills and relating to mixed ability groups.
- Strategies to increase engagement with writing skills: Lower Deck and Upper Deck creating riddles for each other, presenting and collaborating. Upper Bridge Year working as editors and critiquing their own writing.
- Examples of students developing reading and writing skills.
- An opportunity to share the content of the report with whānau through the newsletters.

**Motion** that the Board accept the English Curriculum and the Key Competencies report.

Moved: KH / AT. Carried.

## 2.3. Hautū (review)

The Board discussed / noted, using an expert jigsaw approach:

### *Leadership*

- Strategic goal 4: Advance our collective understanding of Aotearoa's bicultural heritage, and champion te reo me nga tikanga Māori as part of our everyday learning experience.
- An opportunity to increase use of Te Reo Māori our governance framework as policies are reviewed. Have adopted consistent use of Māori terms.
- Board members have completed NZSTA workshops on Te Tiriti. Kura Ahurea (and Kāhui Akp initiatives) support strong Staff PLD.
- Recognition of whānau and school pepeha.
- An opportunity to continue consultation with Māori and other schools.

### *Representation*

- The Board has actively sought Māori engagement through our whanau rōpu and co-option of new Board members.
- An opportunity to seek feedback from Māori on their experiences at Roseneath School when they leave or transition to a new school.

### *Accountability*

- The Board reviews Māori student achievement. Our population is small and so there is a challenge in making this data available.
- Regular and effective reporting to parents is achieved by personal contact with Māori whānau.
- The challenge (and intention) of "Māori students enjoying and achieving education success **as Māori.**" Including funding and resources available (including a shortage of bilingual teachers) to achieve these outcomes.
- Recognition of (and gratitude for) the expertise that we have in Henare.

- Recognition of the tenets of Te Tiriti: partnership, participation and protection. And strategies to engage with learners, encouragement of identity and partnership.
- An opportunity to leverage programmes in the wider public sector to build partnership with mana whenua.

#### *Employer Role*

- All staff have either a Te Reo Māori or cultural responsiveness goal that aligns with the Goal in the Strategic Plan.
- An increase in culturally-responsive practices evidenced by children singing in Te Reo, storytelling (and the connection to our place), and signage in Te Reo Māori.
- Awareness of different perspectives on pepeha and mihimihi, and appropriate ways for Pākehā to respect Te Ao Māori when using these.

**Action:** AB consider an exit interview to obtain feedback from Maori students on their experiences leaving Roseneath School (and transitions to other schools)

**Action:** AM to add additional discretionary leave for teachers to attend Te Reo Maori / Tikanga PLD into the School Employment Policy.

**Action:** AM to review the School Policies to incorporate Hautū indicators and practices that we have adopted.

**Action:** AB to update the ERO evaluation document following this discussion.

#### 2.4. [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: KH / LD. Carried.

*Meeting closed to members of the public at 20:12.*

*The Board discussed employment matters*

*Meeting re-opened to members of the public at 20:37.*

### 3. [Monitoring & review](#)

#### 3.1. [Principal's report](#)

The Board discussed / noted:

- Enrolment and attendance data.
- Staff wellbeing. It has been a particularly challenging term and Staff have put in exceptional effort under the circumstances.
- Board acknowledgement of Staff and restrictions posed by Covid-19.
- Active participation in the Kāhui Ako Staff Only Day; and review of keynote presentations.

- PLD funding to support the Kura Ahurea programme at Roseneath has been approved. To develop knowledge of our place and stories, the programme will be more intensive than the usual four workshops.
- PLD related to the M3 programme that will start in Term 2. PLD on developing. Another PLD is the M3, part of the teacher's only day.

**Action:** AM/ML to draft an acknowledgement / thank you to staff for their work this term.

**Action:** All to draft thank you cards for teachers.

**Motion** that the Board accept the Principal's report.

Moved: LD / MT. Carried.

### 3.2. Finance

The Board discussed / noted:

- Annual Accounts for FY2021.
- ESL were not able to provide a report for March.

**Motion** that the Board thank AB and Joanne Leggett for their work on the Audit and annual accounts.

Moved: ML / AT. Carried.

### 3.3. Property

The Board discussed / noted:

- A report from ML.
- A proposal to audit learning spaces in the playground with the curriculum priorities related to healthy active learning / sports.
- Cost indication from Creo to upgrade the Lower Playground, and options to seek grant funding to meet costs.
- One possible change is proposed to the 5YA programme; separating the project related to emergency lighting and bathroom ventilation into two parts. The component parts are then able to be prioritised independently.

**Motion** that the Board accept the Property Report.

Moved: ML / AM. Carried.

### 3.4. HR Checklist 1

The Board discussed / noted:

- HR Checklist 1 and attestations provided by the Principal at the start of the year.

**Action:** DC/AM to update the policies available on the website.

**Motion** that the Board accept HR Checklist 1.

Moved: AC / AB. Carried.

#### 4. [Discussions](#)

##### 4.1. [Kāhui Ako update](#)

The Board discussed / noted:

- A Stewardship Group meeting be held in March.
- Successful bicultural hui. Positive feedback has been received from Principals and Participants. Presentations were challenging and confronting.
- The Skylight counselling contract has now been agreed. It is funded by Urgent Response Funding received last year. Children within schools in the Kāhui Ako will be able to be referred, with parent/caregiver consent to a counsellor provided by Skylight.

##### 4.2. [NZSTA Annual General Meeting](#)

The Board discussed / noted:

- Remits / Notices of Motion for the NZSTA Annual General Meeting.
- Proposed name changes for the NZSTA.
- Points raised in a discussion document (Kō Wai Tātou) around the future direction of the Association, including proposals for membership to be offered to Schools as it is now, and also to individuals.
- NZSTA usually holds its AGM at the Conference in April. This has moved to October, but the AGM has been retained for April.

**Motion** that the Board appoint DC as its delegate for the NZSTA Annual General Meeting.

Moved: AT / LD. Carried.

**Motion** that the Board allow its delegate to vote at his/discretion for all Remits / Notices of Motion.

Moved: AB / AM. Carried.

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

- PAT / STAR Results
- Policy Review: Health & Safety, Child protection
- Annual Report
- Tūkaha After School Programme, Term 1 Report

#### 6. [Administration](#)

##### 6.1. [Minutes of previous meeting \(8 March 2022\)](#)

**Motion** that the Board accept the minutes of the meeting held 8 March as a true and accurate record of that meeting.

Moved: KH / AT. Carried.

## 6.2. Correspondence

### 6.2.1 Inward

None.

### 6.2.2 Outward

None.

## 6.3. Actions

Review of actions from 8 March meeting.

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
All	Review and be prepared to discuss Hautū at the 11 April meeting. Accountability (ML, DC); Representation (AT, AC), Employer Role (LD, AB); and Leadership (AM, KH).	Complete
AB	Review the discrepancy between camp payments and budgeted income.	Complete
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

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, 9 May at 6.30pm

Agenda items due: Tuesday, 3 May 2022

Papers are due: Friday, 6 May 2022

### 7.2. Summary of meeting outcomes

The Minutes Secretary read back the Board's resolutions.

### 7.3. Meeting review

The meeting closed at: 21:12

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Minutes **approved**

Chair:



Date: 09/05/2022