



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

MINUTES OF MARAETAI BEACH SCHOOL BOARD MEETING

in staffroom

On TUESDAY 28 March 2023, 6.00pm

Present: Mark Keenan (MK) (Principal)
 Simone Beesley (SB)
 Simon MacKechnie (SM)
 Jesse Cleave (JC)
 Jess Milne (JM)
 Melita van het Bolscher (MvhB)
 Tristan Gilchrist (TG - Minutes Secretary)
 Robyn Krawitz (RK)

Visitors: Steve Harper-Travers (SHT)
 Kate Deane (KD)

1	Open and Welcome	Follow up
	<p>a) SB opened and welcomed everyone to the meeting at 6.00pm.</p> <p>b) SB requested any conflict of interest declaration based on agenda.</p> <p>c) SB opened the meeting with the BoT Karakia.</p>	
2 and 3	Strategic discussions and decisions	
	<p>The Refresh of the NZ Curriculum Presentation</p> <p>Thank you to KD and SHT for all their work they have put towards this area for our school.</p> <ul style="list-style-type: none"> ● Whakatauki where the learner always sits at the center. ● Refreshed curriculum has a focus on the vision for Te Tiriti o Waitangi, with the inclusion of children's vision. 	



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- The curriculum change is a big picture framework which is all brand new, so will take a lot of time to work through .
- Front end of the curriculum is the vision and values; back end is the learning areas, key competencies. A diverse group of high school students from throughout the country was involved in the initial draft, teachers have since been involved to adjust where necessary.
- The language of ‘curriculum levels’ will be replaced by ‘progressions’. Each progression has a phase of learning. Organisationally this may have an affect on how the school looks eg. change in composite class levels.
- Information is coming out slowly.
 - What hasn’t changed is the learning areas - we have 8 areas. Aotearoa New Zealand’s Histories has been added to Social Sciences. This learning area has been refreshed and is ready for school’s to use.
 - Maturanga Maori (Maori world view) - what does this look like in a localised curriculum? How do we bring to life our curriculum to meet our learners' needs?
 - Literacy and numeracy will be woven explicitly across the curriculum.

Drafts are currently out for feedback. This will be part of what is covered at MBS at our TOD T2. By the end of 2025 all areas will be in place ready to be implemented by 2026.

- Common practice model is the ‘how’ of teaching. What are the best practices? What are the types of things we would see an effective math / literacy etc. teacher doing?
- A team of people are working on it, the majority are academics. At MBS, we will put this to our teachers once it has been refined further.

At the TOD: We are looking at:

- How does this connect to us?
- Understanding the purpose of these changes, but also to celebrate what we are already doing.
- We have already looked at the ‘Understand Know Do’ concept and this has been well received and understood. We also have a 2nd year review of mathematics and a literacy review so we will tie these in with the refresh so we can move forward knowing what we require to assist us.

The biggest phases of the changes are upskilling staff and communication.

- Board communication will be important.
- Sue Pine (Mathematics Specialist) will come in to explain the changes to



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	<p>parents. There will be reporting changes that the parents will see. At this stage, we will keep reporting as we are until the changes come about.</p> <p>Consultation Discussion for Strategic Plan</p> <p>We will consult with a range of stakeholder groups in a variety of ways. MK will go to Roween advising what we would like to do, and seeing if she can give us assistance from other work she has done.</p> <p>Planning ideas: see consultation document.</p> <p>Next step: to share consultation group documents with Roween and ask for advice from her experience. We would like her to facilitate the parent consultation. Putting in a timeline, hoping to have complete by the end of Term 2.</p>	
<p>4</p>	<p>Monitoring Reports</p>	
	<p>A. Principals report</p> <p>Classes We are currently one class ahead of where we planned to be due to student numbers so will not be taking any out of zone students for the foreseeable future.</p> <p>ERO Coming in this year.</p> <p>International Students This was a very successful programme. We are looking to have more students in Term 3.</p> <p>Physical Restraint There are new rules and guidelines that supersede the old rules and guidelines from February this year.</p> <ul style="list-style-type: none"> ● Anyone who is not a teacher requires authorisation and training. ● This authorisation must be in writing. ● We will also be having some training for all teaching staff in Term 2 in regards to de escalation so that restraining is hopefully not required. 	



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	<p>Who identifies the children who need restraint? Teacher and LSC, we identify through behavioural incidents. These are usually students that are also recognised by the MoE for requiring additional support. This is a transparent, clear process.</p> <p>How is the information contained with other students reporting home what has gone on in regards to protecting student privacy? If external families mention incidents, they are advised to talk to MK.</p> <p>Motion: that all Learning Assistants who have had training in accordance with Rule 12, to use physical restraint in accordance with section 99 of the Act, are authorised to restrain students pursuant to the revised policy. Raised (SB) , seconded (MvhB) , unanimous</p> <p>Note: to minute the updates to the physical restraint policy through schooldocs and we note that further updates will be made.</p> <p>2023 Learning Support</p> <ul style="list-style-type: none"> ● The current influx of students has meant that we are requiring more assistance in our classrooms than expected as some of our new students are not coping with the transition to school. ● The MoE has not been forthcoming with funds to assist with these issues due to constraints. We do have good behaviour plans in place but there are ongoing issues with a variety of needs. ● We are working alongside ECEs as we are able so that we are aware of issues that need to be met as students transition. <p>Our small class sizes and physical space assist in supporting these students. When the support is there, we have seen that success is achieved.</p> <p>We are looking likely to spend approx \$20k more at this stage in this budget area.</p> <p>Motion: To accept Principal report as tabled Raised (SC) , seconded (RK) , unanimous</p> <p>B. Presiding Member Communications from NZSTA. Have attended some training with NZSTA. Pohutukawa tree - still waiting on confirmation from council on status.</p>	
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	<p>Maraetai Bowling Club - correspondence received back on donation.</p> <p>C. Finance</p> <ul style="list-style-type: none"> We have the auditors in on Monday. CB has done a great job coordinating our Funding Pathways programme this year. The camp costs are looking high however these costs are being covered and outstanding funds will hopefully be received in a timely manner, especially after such positive feedback from both camps held recently. Both our income and expenditure are sitting high. We are currently tracking well. <p>Motion: To accept Finance report as tabled Raised (JM) , seconded (SB) , unanimous</p> <p>D. Property</p> <p>SB did a walkaround with Kevin looking at requirements. Some trees need attention which he has under control. Looking at quotes to combat the sunlight in the new build as students are being distracted. This will be an additional cost however is needed. MvHB has organised a Geotechnical report being completed for the Pohutukawa tree this week. Action: KP to check on the swimming pool report for chemical content.</p> <p>E. Policies and Legislation:</p> <p>Privacy: Safe storage of all personal information for staff and students. Several layers of cyber security are apparent. Reviewed and recorded. Official Information requests: Access to our Board meetings through minutes being published and parents are welcome at all Board meetings. Reviewed and recorded.</p> <p>F. Health & Safety No issues arising from the accident report.</p>	<p>KP</p>
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	<p>G. Iwi Engagement Nothing to report. Communication has occurred with the iwi advising they are welcome to attend our board meetings.</p> <p>Motion: To accept all reports as tabled Raised (SM) , seconded (RK) , unanimous</p>	
5	General Business	
	<p>MK and JM met with Horst in regards to investigating the swimming pool usage by external parties. Provided with suggestions of options that Swimgym could implement.</p> <p>Have also contacted other providers to see if they are interested, one is not, the other two we have not heard from yet.</p> <p>We will be continuing to follow up what our plan will be. We will need to give any provider 6 weeks notice of their permission to use the pool and conditions in order for them to get organised for the swimming season.</p> <p>Easter morning tea - it would be nice to thank the staff for a great term by providing an Easter morning tea.</p> <p>Action: SB and RK to arrange hot cross buns, cards etc. for last Thursday of term</p>	SB/RK
6	Other business	
	<p>Monitoring board time: JM 7 JC 6 MvhB 7 SM 7 MK 10 SB 8 RK 5.5</p> <p>Correspondence. Communications with Maraetai Bowling Club.</p>	
7	Administration	
	<p>a) Motion: to approve the minutes of the meeting held March 2023 as a true and accurate record: Raised (MK), seconded (MvhB) , unanimous.</p> <p><u>Action Points from previous minutes:</u> Action: to consider which meetings to hold over Zoom - ongoing</p>	



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	<p>Action: MvHB to check was the storage of harmful substances checked off in the new build? - ongoing</p> <p>Action: MK to talk to KP re drinking water test results, dates and chlorine levels in FAC - ongoing</p> <p>Action: send a copy of the karakia SB - complete</p> <p>Action: to share MASAM Action Plan with Zaelene for feedback. SHT - complete</p> <p>Action: JC to get advice from the arborist as to the health of the tree. - ongoing</p> <p>Action: SB to check district plan for protection of tree. - ongoing</p> <p>Action: MvhB to get a professional report in regards to the tree compromising the building. - ongoing</p> <p>Action: TG to update ngati ... with macrons in last minutes. - ongoing</p> <p>Mk to reshare survey and action plan - double check it's on the shared drive. - complete</p> <p>Swimming contractor: JM to see if there is a swimming school that would like to use the pool. - ongoing</p> <p>In board drive TG to create "strategic plan 2023" folder and Add Annual Plan</p> <p><u>Actions for next meeting:</u></p> <p>Action: KP to check on the swimming pool report for chemical content.</p> <p>Action: SB and RK to arrange hot cross buns, cards etc. for last Thursday of term</p> <p>Identify agenda items for next meeting -</p> <ul style="list-style-type: none"> ● Dates for zoom ● T1 Asttle data ● Strategic planning ● Mathematics presentation <p>Meeting closed at: 8.36pm</p>	
	<p>Next Meeting: 16 May 2023 at 6pm in the Staffroom.</p>	