



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

**MINUTES OF MARAETAI BEACH SCHOOL BOARD MEETING**  
**Staffroom**  
**Tuesday 16th May 2023, 6.00pm**

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

**Apologies:** Jess Milne (JM)  
 Zaelene Maxwell-Butler

**Visitors:** Steve Harper-Travers (SHT)

<b>1</b>	<b>Open and Welcome</b>	<b>Follow up</b>
	<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) MK opened the meeting with the School mihi.</p>	
<b>2 and 3</b>	<b>Strategic discussions and decisions</b>	
	<p><b>e-asTTle Presentations</b></p> <p>Maths: Y8 data wasn't as strong as the Y7 data promised. We have explored this with the intermediate team as it has been a trend. We found that as they have tech, the students don't do maths at all on a Friday. We have now decided to have an hour of maths in the morning prior to tech and the results are already being seen. This changed at the beginning of term 2 and both the teachers and students seem to be positive in regards to this change.</p> <p>Workshops taught are being delivered by teachers who have strengths in each area, and the students move between teams to cover their knowledge gaps as determined through analysing results.</p> <p>Y4: this is the first time that in the first e-asTTle test results have been above the</p>	



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	<p>median so this is very pleasing, especially as these children started school in the covid years.</p> <p>Data we are comparing to within the e-asTTle system is now 10 years old, and so this raises the question whether this is still the correct test for us. We will continue to investigate alternative reporting systems for next year.</p> <p>A lot of other schools use PATs rather than easTTles, the PATs have been updated whereas easTTle's haven't. PATs also give a bigger picture result as they are able to test many strands at once.</p> <p>Sue Pine has been invaluable working alongside us for the past 2 years. Initially there was anxiety around teaching this way, but as the teachers and students have seen the benefits and engagement, this has dissipated and the confidence displayed by both students and teachers with our maths programme is fantastic.</p> <p>We will look towards creating new assessments for maths, and now that the new curriculum is set, Sue will work with the staff around what this will look like for us. We will also look at how we are going to continue our progression within this curriculum area once her time with us is finished.</p> <p>SHT has really driven this shift in maths and it has been really successful.</p>	
	<p><b>Completion of Annual Report tasks:</b> We are still waiting to hear back from auditors with the finalised results of our audit. We are hopeful this will be completed prior to 31 May.</p> <p><b>Review Attendance Data:</b> Our attendance data is relatively good, we are pleased with where we are sitting. If we do have attendance issues, these are followed up quickly which has left us in a good place with high student engagement.</p> <p><b>Review Policy of Physical Restraint:</b> See policies and legislation</p>	
4	<p><b>Monitoring Reports</b></p>	
	<p><b>A. Principals report</b></p> <p><b>ERO</b> We have had our first meeting with Emma Dobson, our ERO evaluation partner. Every school is now on a 3 year review. We will meet with her for 3 days in early Term 3.</p>	



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	<p><b>Post meeting note: Dates confirmed 14/15/16th August 2023</b></p> <p><b>5YA Projects</b> These are all out to tender, the first is starting this week in Junior Block.</p> <p><b>Motion: To accept Principal report as tabled Raised (SM) , seconded (RK) , unanimous</b></p> <p><b>B. Presiding Member</b> Positive feedback from the rain event. Our communication was seen as timely, and the general feeling is that parents know children are safe here.</p> <p>Road safety - The recent notice was well received by parents. Action: SB to follow up bus timetables with AT</p> <p><b>C. Finance</b> We are tracking well in our operating surplus. We believe this is partially due to spending still to occur later in the year, so although positive we still need to be vigilant in our spending. Our higher income is partially offset by higher costs and capex spending. Action: Donations - to look at where we are tracking after our next BOT meeting to determine when to send out another letter.</p> <p><b>Motion: To accept Finance report as tabled Raised (SB) , seconded (MK) , unanimous</b></p> <p><b>D. Property</b></p> <p>Toilet refurbishment on the junior block as part of the 5YA is commencing tomorrow, this is only the cloakroom and toilets at this point. We are expecting this to take a month.</p> <p>Pool - we are still investigating options. We will put some time aside to discuss this in detail at the next meeting. Action: SB to talk to JM in regards to this.</p> <p>A number of projects have been completed in the new block to rectify issues that have been raised. We are currently looking at the possibility of getting blinds to put through the new block.</p>	<p>SB</p> <p>SB</p>
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	<p>There were a couple of leaks (Library Block) that were apparent with the rain events, these have been sorted.</p> <p>We would like in the future as a major project to remedy the drainage issues with the field so that it is open throughout as much poor weather as possible.</p> <p><b>E. Policies and Legislation:</b></p> <p>Physical Restraint: - Please may it be noted that we accept the updates to Physical Restraint and Concerns and Complaints topics that have now been published to our School Docs site.</p> <p><b>F. Health &amp; Safety</b></p> <p>We have been advised that it would be advisable to remove the tree. Action: JC to follow up on getting costs to proceed. We would like to utilise as much of the tree as possible and are going to look into some ideas of how best to make this happen.</p> <p><b>G. Iwi Engagement</b></p> <p>Nothing to report. We have communicated with the iwi, they would like to attend our board meetings but unfortunately were unable to attend this week.</p> <p><b>Motion: To accept all reports as tabled Raised (SB) , seconded (JC) , unanimous</b></p>	JC
5	<b>General Business</b>	
	<p>Presiding member training is coming up again in June. The treaty series is all booked out. There is a high demand for training due to a lot of new board members in general.</p>	
6	<b>Other business</b>	
	<p>Monitoring board time: JM JC 3.5 MvhB 3 SM 4 MK 6 SB 4 RK 2.5</p>	
7	Administration	



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	<p><b>a) Motion: to approve the minutes of the meeting held April 2023 as a true and accurate record: Raised (MK), seconded (SB) , unanimous.</b></p> <p><u>Action Points from previous minutes:</u>          Action: to consider which meetings to hold over Zoom - ongoing          Action: MvHB to check was the storage of harmful substances checked off in the new build? - ongoing          Action: MK to talk to KP re drinking water test results, dates and chlorine levels in FAC - complete          Action: JC to get advice from the arborist as to the health of the tree. - ongoing          Action: SB to check district plan for protection of tree. - complete          Action: MvHB to get a professional report in regards to the tree compromising the building. - complete          Action: TG to update ngati ... with macrons in last minutes. - ongoing          Swimming contractor: JM to see if there is a swimming school that would like to use the pool. - ongoing          In board drive TG to create “strategic plan 2023” folder and Add Annual Plan          Action: KP to check on the swimming pool report for chemical content. - complete          Action: SB and RK to arrange hot cross buns, cards etc. for last Thursday of term - complete</p> <p><u>Actions for next meeting:</u></p> <p>Action: SB to follow up bus timetables with AT          Action: SB to talk to JM in regards to options with the pool          Action: JC to follow up on getting costs to proceed with the removal of the tree          Identify agenda items for next meeting -</p> <ul style="list-style-type: none"> <li>● Dates for zoom</li> <li>● Maori and Pasifika student progress and achievement report</li> <li>● Finalise 1st July roll</li> <li>● Action: Donations - to look at where we are tracking after our next BOT meeting to determine when to send out another letter.</li> </ul> <p><b>Meeting closed at: 7.43pm</b></p>	
	<p><b>Next Meeting: 20 June 2023 at 7pm via Zoom.</b></p>	