



## Board of Trustees Meeting Minutes –

		I - Information D - Discussion		
Karakia/ Word of the day ● Sisi Key	Closing Karakia ● Esther Feagaiga	Led By	Time minute	I / D
<b>1. Administration - Opened 17:35 - Closed 19:56</b>				I
Meeting into committee - Meeting Closed				
1.1 Present - <b>Mark Carter, Fleur Petelo, Robyn Wills, Sapphire Maxwell, Esther Feagaiga, Sisi Key</b> 1.2 Apologies - 1.3 Declaration of Interest - Nil 1.4 <u>Minutes of previous meeting to be moved and approved - moved by RW and second by FP</u>				D
<b><u>2. Strategic Decisions (if required)</u></b>				
<ul style="list-style-type: none"> <li>● Uniform prices               <ul style="list-style-type: none"> <li>-FP &amp; RWdiscussed the issue with costs</li> <li>-the cost of the uniform is what it is. It doesn't make it cheaper going from one type of material to another.</li> <li>-Nicole was going to get in rouch with SAS or check the contract to see if we were still bound to that.</li> <li>-Fleur wants to sort all of that before she can move on our uniform and NZ Uniforms can do it all.</li> <li>-Talked about the colours and it was nice talking about it and she was excited with us on our vision.</li> <li>-It turns out we don't have a contract with SAS and that we could move on the designs and share them.</li> <li>-Dri-Fits are polyester and is not great quality so was offered a cotton based which doesn't fade and are cooler.</li> <li>-No prices to date</li> </ul> </li> <li>New Uniform will be phased in</li> <li>There will be more details to share at the next Board Meeting</li> <li>Similar to the School Fees opt in initiative, could this also be available for School Uniforms? Answer is no but there are other avenues ie. WINZ Quotes,</li> </ul>		FP & RW	10mins	
		MC	1min	

<ul style="list-style-type: none"> <li>Potential people to be on the board, conversation with current board members</li> </ul> <p>Has anyone thought of potential people to come on the Board?</p> <p>-Mele invested in the school and would be a great addition to the team/they've had a positive impact here at WRS. Has alot of things to sort through before she can commit to anything</p> <p>-It would be great to have a tongan rep as there is a huge tongan community that is part of the WRS community</p> <p>Other candidates to consider:</p> <ul style="list-style-type: none"> <li>-Pepe Sia (Micah Graham)</li> <li>-Jane Hoeff</li> <li>-Samuelu Samuelu (Mataio Falepesega) - posed the question to Samuelu and seemed keen to know more</li> <li>-Inoke Vatekani (Sione Vatekani)</li> <li>Alifeliti Latu (Tevita &amp; Iris Latu) - committed father</li> </ul> <p>-Mark added that it's important that we get different views around the table</p> <p>-From a parent rep perspective, there's a bit of push back maybe because of language barrier</p>	ALL	10mins	
<b>3. Monitoring</b>			
<ul style="list-style-type: none"> <li>Staffing (In Committee)</li> </ul> <p><u>Moved and approved -</u></p>			
<b>4. Strategic Discussions</b>			
<ul style="list-style-type: none"> <li>Policy Reviews</li> </ul> <p>6:35pm to be discussed at next Meeting</p> <p>Fleur will send an Implementation Document with questions for you to flick through.</p> <ul style="list-style-type: none"> <li>BAS (Board Assurance Schedule) &gt; time for holding documentation which we talked about at the last meeting.</li> </ul> <p>We need to have a policy showing how long we hold things for</p> <p>We need to do a list of what it is and how long we'll hold this</p> <p>Robyn asked if this included Data that we have for the kids?</p> <ul style="list-style-type: none"> <li>-They should go with Kids when they leave</li> </ul>	MC  FP		

There is an actual Schedule on School Docs stating the following:

School Records, retention and disposal and an actual schedule on School Docs - up for review Term 1, 2026

- As a team, we went through the School Improvement Framework and ranked where everyone thought the school is currently at which was also good to understand also where we were standing.

The Doc covers quite a few points as far as schools go on how well we give effect to te tiriti, effective teaching, curriculum etc.

The document covered off stewardship..

From the last time when it was looked at, under stewardship, it fell under the 2nd & 3rd columns, and the results from the synthesis was...

Stewardship capability was variable, when we had new people that came on board, there was some expertise, all over the board were new over the term, NZSTA training had been done since ERO was last onsite, the idea was to seek new training after the election particularly for the new members, attending the NZSTA Conference, using the Hautu Tool, the use school docs which we use diligently

An ERO Comment was, start training with the board, is there a useful opportunity to reassess that.

point 1 - Board establishes plans and strategies for active representation to ensure diversity sustainability and succession are key priority areas...we are moving towards the **strengthening** stage / we've had discussions / diversity is quite strong it's the sustainability and succession that is the challenge.

point 2 - Stewardship establishes strategic planning processes for community consultation inclusive of Maori whanau, Hapu and iwi perspectives in relation to the communities vision and values:

we are lacking in the most and would fit in the **taking steps (for the Maori Whanau) and strengthens and refines (for the strategic planning and community consultation)** we've done a bit of consultations) stage / it's not that we don't have whanau ... / it's been frustrating with Maori Whanau, they've been in an interesting space / Repeat offenders are our Maori / We know for some of our families what the reasons and issues are and they are real issues for our kids and needs a lot of work / Huge

D

<p>social issues / If the community was big enough,there would be enough voice / they come with different narratives /different needs / different trauma. Its very hard when you have a small pool of people</p> <p>point 3 - Targets to improve learners progress and achievements are specific, measurable and relevant in relation to groups including Maori and Pacific, Neurodiverse learning requirements are also a priority <b>between establishing</b> and <b>taking steps</b> stage</p> <p>point 4 - The board establishes approaches to scrutinise its own and the school's progress towards achieving equity and excellence in order to inform planning and resourcing for ongoing improvement <b>Taking steps?</b></p> <p><i>*missing point 5*</i></p> <ul style="list-style-type: none"> <li>• ERO Priorities and visit Tuesday 12 November 2024, 9:30am-2:30pm Priorities Sisi and Fleur are working on Mark will attend the meeting also</li> <li>• Calendar Dates</li> <li>• Year 6 Grad Dinner - 9 December &gt; STL taken the initiative to organise an event Helpers Morning Tea - 10 December Market Day 11 December / Wy in the Park - was 11 December now moved to 10 December Prizegiving - 12 December</li> <li>• 7:23pm Structured Literacy and Maths - Fleur TOD on Friday, 1st November Curriculum Lead for Ministry coming to go through the new English and Maths Curriculum with staff</li> </ul> <p>Monday, 4th Resources ordered</p> <p>-We are applying for PLD for 2025 and the PLD will look different, RTLB are not our provider because it's now mandatory, we will be putting our Junior Team in Junior team (3 teachers) and Sisi and Fleur -Accelerating Learning in Literacy (ALL) and Accelerating Learning in Mathematics (ALim) - funding for two teachers &gt; pick target kids &gt; work closely with them &gt; compare results after a couple months, data shared with Parents as they need to be involved, it's like a case study for your school</p>	<p>FP</p> <p>FP</p> <p>SK</p>		
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<p>Date to note: 13 November Structured Literacy PLD</p> <p>Asking the question, what are we doing/ programmes to accelerate our kids?</p> <ul style="list-style-type: none"> <li>Finances page 8, capex . column with y or n that we've completed everything Looking at Information Communication Technology we've spend 26k budget of 15k but not sure if we're going to spend more or not? Looking at the building imoroivemenrs where we've spent \$21K and a budget of \$66K, do we have \$44k left to spend?</li> </ul> <p>Approx. \$400K in the bank now and a Term Deposit that matures next week with \$100K...</p> <p>Page 1 Page 7 capital movement \$850k altogether at the moment which will drop to \$700k according to the report and forecast, the reason would be van purchase, building maintenance</p> <p>Tracking very similar to what we were doing last year</p> <p>We tend to do better than what we budget</p> <p><i>Moved and approved -</i></p>			
<p><b>5. Identify agenda items for next meeting -</b></p>			
<ul style="list-style-type: none"> <li>Policy Reviews</li> <li>BAS - List of School Records and how long we hold for</li> <li>Uniform Update (if any)</li> <li><b>To Do: Copy of School Governance to members</b></li> </ul> <p><i>Moved and approved -</i></p>			
<p><b>6. Action Plan</b></p>			
<p>6.1 Staff Gifts EOY Gifts for staff &gt; stick with the same gift from previous year</p> <p>6.2</p> <p>6.3</p> <p><i>Moved and approved -</i></p>			
<p><b>7. Administration</b></p>			
<p>7.1 Confirmation of minutes</p> <p>7.2</p>			

7.3			
<b>8. In Committee</b>			
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<b>9. Note</b>			
<b>Next meeting: Wednesday, 4 December 2024</b>			

<b>Correspondence</b>
<b>Outwards</b>
<b>Inwards</b>
Visa Statements