



# TE KURA O TE TAUAWA HALSWELL SCHOOL

*Learning To Thrive*

## MINUTES OF MEETING

HALSWELL SCHOOL BOARD

Tuesday 14th May 2024

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### PRESENT

Rob Dixon (Presiding), Stuart Cameron (Principal), Michael Ruffell, Natasha Buckby, Sarah Robb, Sahil Oberoi, Claire Harris

**Apologies:** Tracey Mora, Michelle Bishop,

**Guests:** Cathie Zelas, Heather Burnby

**Meeting Opened:** 6.00 pm

### 1. ADMINISTRATION

#### 1.1 Karakia, Welcome

#### 1.2 Previous Minutes

The Board approved the minutes of the meeting on 26 March 2024.

**Moved: Rob**                      **Seconded:**              **Approved ✓**

#### 1.3 Actions From Previous Minutes

Completed

Courses available for board members

#### 1.4 Correspondence

School Docs, NZSTA, AGM,

Courses available for board - NZSTA

The Board's Role as a Good Employer

The Board's Role in Suspension Meetings Workshop - would be good to have some Board members attend this.

**Actions:** Stuart to send course link to Board

Board members to register for courses at times that suit them..

## 1.5 Standing Admin Items

## 2 MONITORING/REVIEW

### 2.1 Curriculum

Curriculum Committee Meeting

Taken as read: Rob

Social Science- Aotearoa NZ Histories Curriculum Review Term 1

Students across all levels of the school found this interesting and were very engaged with the topic.

Teachers will continue to build on this as students move through the school.

### 2.2 Principal's Report

May Principal's Report

Taken as read: Stuart

Last week, the Minister of Education, Hon Erica Stanford, announced six education priorities focused on lifting achievement. The Minister also made a pre-budget announcement of \$67 million to support structured literacy to change the way children learn to read. These announcements echoed changes already underway, such as teaching one hour a day of reading, writing and maths in primary and intermediate schools and phones away for the day (in effect from the start of this term).

Reading Recovery Funding is being discontinued from the beginning of 2025. The existing resources will be moved to a structured literacy, to ensure one consistent programme across all schools.

ERO review started with the first meeting in Week 2. This will be followed up by a second meeting later in the year. The first review included an audit of the Board Assurance Statements. We have no areas of non-compliance.

ERO's new cycle is every three years. If a school has areas of non-compliance meetings would occur more regularly.

The next visit will take place on 15 August. The focus will be to complete the School Improvement Framework and Synthesis review, undertake observations in the Learning Centres and start writing the summary report. This summary report will be shared with our community upon completion of the process. The discussions with Carole were very positive and affirmed the high level of performance at which our school operates.

### Finland Study Tour Report

Stuart presented on his Principals Study Tour to Finland. This accompanied a written report that was distributed with the Board papers. An amazing experience with 20 principals taking part, including some from Australia. Finland was chosen because in the early 2000s, it was top of the OECD PISA results, measured against 80 countries.

Since then, they have started to drop in the rankings, much like New Zealand

Nothing was earth-shattering as far as teaching, and learning. Teaching in NZ is as good, if not better here.

However, Finland's education structure is far better. Finland's education important as it is their economic driver, due to their limited natural resources. This connection with nature is a big part of the culture in Finland, regardless of weather as a large part of the year is spent in winter conditions. Their society works on a high trust model this is obvious with the independence and capability students have from a young age.

Finland is currently ranked the happiest country in the world.

Social support is a priority with 2 years of paternity leave. Early childhood is all paid for, all ECE teachers have degrees, while all teachers have masters.

Finland's government provides free lunches in all schools for students / teachers, this helps build connections between teachers and the students.

Funding continues through to university with students being paid to attend.

**Moved: Stuart      Seconded: Rob**

### **2.3 Finance Committee Report**

May Finance Committee Minutes

April Finances

Taken as read: Sarah

The audit has been completed and sent to Solutions and Services, the board is now waiting for the management letter to be sent.

We are still trying to get funding for the hall chairs, we have been turned down three times by the Trillion Trust. A new resolution is needed for Grants for Goods. This time the funding application is going to Pub Charity. This is a grant for the new chairs. Documents prepared.

Resolution for Grants for Good

**It was agreed at the Board of Trustees meeting of Halswell School held on 14 May 2024 to apply to Pub Charity Limited for a Donation of \$26045.26 (excl GST) to cover the cost of Chairs with school logo. I certify that this is a true and correct record of a resolution passed at that meeting.**

**The Board is made up of Rob Dixon (Presiding), Natasha Buckby, Michelle Bishop, Sarah Robb, Sahil Oberoi, Claire Harris, Michael Ruffell and Stuart Cameron (Princ.), who do not have a connection with Pub Charity Limited.**

The finance committee seeks approval from the board to proceed.

**Moved: Sarah                      All in favour**

### **2.4 Communications Report**

No meeting held this month

### **2.5 Property**

May Property Committee Minutes

Taken as read: Rob

Meeting with the MoE to discuss fencing required for a student who is a flight risk. We have concerns regarding the fences, we have suggested looking at another option of removing the panic bars from the doors and moving to a manual override button instead, this is being checked with the council to make sure we would still meet emergency egress requirements.

Projects underway

Welcome Wall

Kahu: Options for decking being investigated

Drainage issues: Currently working on fixing drainage issues, work has been quoted and will require council approval.

Property seeks approval from the Board to spend up to \$15,000 to complete the job.

**Moved: Claire      Seconded: Sarah                      All in favour**

Action:

Heather to get the costing for reception decal options.

Stuart to engage with Divers Plumbing

## **2.6 Health & Safety**

May Health and Safety Committee minutes

Taken as read: Stuart

Camp reviews for Years 5-8 camps completed, Health and Safety Committee happy with the review.

### **Samoa Trip**

There has been an outbreak of dengue fever in Samoa. We have been keeping in touch with Edventuretours who are monitoring the situation. Dengue is not prevalent in the places our group is going to. Our insurance covers us if we need to cancel the trip. Precautions have always been included in the RAMS for tropical diseases. There is an international hospital in Apia if required.

### **Samoa OLE Approval**

Health and Safety Committee recommends the EOTC Risk Assessment is approved

Moved: Stuart

**All agreed**

## **3. OTHER AGENDA ITEMS**

### **3.1 Workplace Survey**

2024 Survey Results

Happy with the results, there have been positive improvements since the last time data was collected.

Really positive 98% staff think it is a great place to work.

Concerns: Increasing number of learning and behaviour-related issues.

We will investigate whether this is a Halswell School issue compared to other schools in the area, but based on information from schools in our cluster, we are better off than most.

### **3.2 Self-review**

#### **Effective Governance Board Checklist**

Checklist completed.

### **3.2 Schedule of Delegations**

Review completed

**Move to approve document.**

Moved Rob:

**All agreed.**

## **4. Public excluded**

## **5. Next meeting Tuesday 18 June**

## Upcoming Board Meeting Dates 2024:

### Term 2

- Tuesday 18 June

### Term 3

- Tuesday 23 July (Week 1) - community consultation
- Tuesday 20 August (Week 5)
- Tuesday 17 September (Week 9)

### Term 4

- Tuesday 22 October (strategy meeting)
- Tuesday 19 November (Week 6)

**Meeting closed:** 8:00 pm



**CONFIRMED** \_\_\_\_\_

**Rob Dixon, Presiding Member**

\_\_\_\_\_ 14 May 2024