



Preparing our students for the possibilities of tomorrow.
Kei te whakatakataka a matou akonga mo nga ahei a tona wa.

Lake Rerewhakaaitu School Board

19 June 2024 Meeting Minutes

ZOOM: <https://us02web.zoom.us/j/7145463433?pwd=aFVjYVAzdDVSZnkyVmIzUkt5TXRJQT09>

Opened 7.07pm

1. Administration

Present Bianca Sterkenburg, Daniel Schutt, Mathew Armer, Natalie Gow, Rick Whalley, MaryAnn Martin via Zoom.

Apologies Catherine Farrell

In Attendance Carla Williams

Declaration of Interests DOIs held in a separate document that is linked to the Agenda.

Administration

Confirmation of minutes for May 2024.

- o **Moved:** Daniel
- o **Seconded:** Bianca
- o **Carried** All in favour

Inwards Correspondence

● Post:

- o Rotorua Lakes Council - Notice of General Revaluation letters
- o PRIM Principals' Collective Agreement - Career Allowance Stage
- o Rotorua Lakes Council - School houses rubbish rates/Water lab account issues.
 - Explanation of Council accounts team reconciling error, now causing overdue letters for school house rubbish rates. Correct references/codes used - remittances sent by Education Services - Council applied payment incorrectly. Awaiting to receive rubbish rates invoices to pay as unable to pay on transaction list - Invoices were never sent as they were in credit due to water payments being applied incorrectly by the Council accounts team. Carla has been corresponding with them since February to fix the issue.

● Emails:

- o School Boards Responsibility Survey
- o Team MOE - Failed coliform. One coliform test was over, flush system, retesting, awaiting results.
- o VLNP Contract - extended to 31/12/2024. Funds two teachers (as seen in SUE Reports)
 - We have 4 students currently enrolled in VLNP, 8-10 students next term. Writing extension - Fictional Superheroes, Japanese T182, German T384.

- o **Moved:** Daniel
- o **Seconded:** Mathew
- o **Carried** All in favour

Strategic decisions

Approval of Operational policy 2. Curriculum delivery policy (updated Feb 2024). No changes required.

- o **Moved:** Daniel
- o **Seconded:** Bianca
- o **Carried** All in favour

D.S

Strategic Aims - Sustainable relationships - As within our Strategic and Annual plan = our day to day running of school, how we build relationships in our school and community. Daniel - took away from Wellington Conference - how fortunate we are with our community, school, board and teachers. Very few schools have our good environment and situation. Rick - School is our community neutral ground. Query board - any inputs re relationships in school - all positive. Teachers relationships - good team, work together across the whole school, teacher aides, cleaners are all part of the team. Staff meetings twice a week, what's on top etc helps to sort any issues out. Relationship with the board, has trust. If there's an issue - How do we fix an issue, remember it's not a blame game. Staff Dart competition this term - great for staff morale and team building.

Principals report

Rick presented, read and discussed his Principals report. See report.

- The Curriculum is currently being refreshed due to the change of government. As a school we know what we are planning, where our students are. Seeing and identifying the gaps early.
- Attendance - Project BTS (Back to school) draft presented - mission is to provide equitable outcomes. Students will be chosen for the project - must be active learners when at school, no fault of their own for not being at school. Rick spoke with the ministry at a recent Principal meeting re classing for Attendance - F - Off Site course (as was when Covid learning) . Trialling over next two terms. Rick will meet with the parents of selected students by the end of this term, they need to be onboard for this to work.
- Wellbeing Survey - Term 1 results presented and discussed. There were some misinterpretations of questions that weren't relevant for different positions within a school. Data questions need different options for senior management, teachers, support staff etc.
- City Camp - 5 - 8/11/2024 - Hamilton City - Rakau Year 5+. Currently 18 students - Nat presented a proposed plan. Hamilton Zoo, Trick Art, Hamilton Gardens, LIDO cinema? Waikato Museum education programme, water world - aqua course, Waikato University, Amazing Race. Have yet to receive confirmed accommodation, hopefully by the end of this week. Expected cost - \$336.17/student. Last year cost was nil to families - this is the aim again. Current fundraising received \$2774.51, PTA donated \$2000. Okataina Trust - will apply for \$1500 in the July round. RAMS will be completed and presented to the board at our next meeting. Purpose of events - outside of usual curriculum and gaining experiences to aid future selves.
- Kahui Ako attendance position readvertised.
- Teacher advertising - 19 applicants - all overseas. Will re advertise. Mrs Bullock will work part time until we secure a suitable teacher. 15 new entrant teachers advertised in Rotorua locale currently. Board keen for a teacher who would be a good fit for our school.
- Mid-Year Curriculum achievement report - Rick presented and discussion held.
 - Interviews to be held in week 1 next term for Rakau and Mahuri. Lauren is holding her interviews this term prior to leaving.
 - **Moved:** Rick
 - **Second:** Daniel
 - **Carried** All in favour

Property report

School Houses Bianca to redo the bond letters and send them out. Daniel to organise the DVS service for #5.

- **Moved:** Daniel
- **Second:** Bianca
- **Carried** All in favour

Finances - May 2024 reports

- **Moved:** Daniel
- **Second:** Mathew
- **Carried** All in favour

Rick tables the Bank Staffing Reports, SUE Reports for pay periods 05 & 06

Rick tabled the Creditors, Credit Card schedule, Financial reports for May 2024

Daniel moves the Creditors accounts for payment for May 2024 as true and correct,

- **Seconded:** Mathew
- **Carried.** All in favour

DS

NB- The Credit Card Payments schedule for May 2024 to be approved at the next board meeting with the June financial report, due to not being within the May Financial report.

Daniel moves the acceptance of the May 2024 Financial reports as a true and correct record of the financial position of the school.

- o **Seconded:** Bianca
- o **Carried.** All in favour

Strategic discussions

Review Principal Performance - Principal PGC (Professional Growth Cycle) - Rick Presented and explained the PGC.

- o PGC - standard teaching based - What are you putting in place to allow for teaching to take place.
- o Reflection comes from strategic plan. With the teachers we look at it every term. Use it as a working document, not just a tick box at the end of year. Continually reflecting and discussions held.

Strategic Plan Review - Don't see any need to change currently. Will consult parents for our 2025 strategic plan.

- o **Moved:** Daniel
- o **Seconded:** Mathew
- o **Carried.** All in favour

Special Items

Fundraising update

- Bale fundraiser - Auctions on school Facebook page- will close Sunday evening.
- NZ funding - *Catherine sent documents Grants, awaiting response.*

Wellington Conference trip feedback:

- Bianca - found there was a lot of information to take in. Was interesting talking to other members there, how other schools are operating, or not, and their issues. How privileged we are with our school team here.
- Daniel - attended different seminars
 - o *Building a positive board culture.* Open relationship, everyone comfortable, supporting our principal. There was a small school principal who had no support - keep in mind if that time comes for our school.
 - o *Meeting the mental health of our young people.* High anxiety is a big issue in NZ. More so the statistics of mental health.
 - o Well worth going. Improves our board members, which can improve our school.

Identify Items for next agenda

- Learner Centred
- Operational policy 8. Managing challenging behaviour and physical restraint policy. *Annually*
- Māori/Pasifika focus
- Literacy

End of minuted meeting at 9.10pm

Next meeting to be held in the LRS Staffroom 7.00 pm 31st July 2024

Signed:  _____ Presiding Member

Date: 31 July 2024

Next Meeting Date: 31 Jul, 11 Sep, 23 Oct, 4 Dec

2 Lake Rerewhakaaitu School Curriculum Delivery Policy

Outcome statement

Curriculum delivery reflects strategic plan aims and meets legislative requirements.

Scoping

The board's primary objective is to ensure that every student at the school is able to attain his or her highest possible standard in educational achievement.

Delegations

As the professional leader of the school, the principal is responsible for fostering quality teaching and learning outcomes.

Expectations and limitations

The principal must ensure:

- an annual plan is developed setting out how progress will be made towards the achievement of strategic aims and targets and is approved by the board
- the school curriculum is based on the vision, values, principles and key competencies of the New Zealand Curriculum (or Te Marautanga o Aotearoa)
- school programmes provide students in years 1–8 with opportunities to learn in all areas of the national curriculum
- there is a focus on the national priority groups of Māori, Pasifika and students with special learning needs in school planning and reporting*
- assessment practices enable the engagement, progress and achievement of students to be monitored and reported
- Board approval is sought before changes to the school curriculum requiring increased expenditure or significant changes to programmes or staffing are made.
- Students must have a letter from home and permission from school before they bring any ICT equipment/device from home. This includes items such as: mobile phones, iPods, games, cameras, and USB drives.

Procedures/supporting documentation

Curriculum planning

[Assessment cycle](#)

Monitoring

The principal will prepare (or, where appropriate, delegate, co-ordinate and approve) a report for every board meeting that:

- includes data and analysis on curriculum delivery, student progress and achievement
- tracks progress and variance towards strategic aims and key performance indicators
- informs the board of any significant changes in staffing, programmes, plans or processes that are under consideration.

Legislative compliance

Education Act 1989

New Zealand Curriculum/Te Marautanga o Aotearoa

*National Education and Learning Priorities (from 2019)

Reviewed: July 2024.	Next review: July 2026
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Principals Report. Date: June 2024

Roll: 55 Boys: 58% Girls: 42% Maori: 36% European/NZ 62% Filipino/ 2%

2024 TARGETS

Data in relation to curriculum levels presented at the Board meeting.

- The New Zealand curriculum is currently being refreshed. This happened under the last govt and is now being re-refreshed under the current govt. What does this mean?

Our priorities for education

The 'One hour a day' policy safeguarding dedicated teaching time

From Term 1 2024 schools and kura with students in Years 0 – 8 spend an average of at least an hour a day of reading, writing and maths | pānui, tūhitihi and pāngarau.

The policy sets an intention that teachers deliberately and purposefully dedicate time to teaching these core skills.

Increased focus on structured approaches to teaching

The Government's expectation is that, from 2025, reading and writing or pānui and tūhitihi should be taught using structured literacy approaches or structured te reo matatini.



These approaches:

- Are systematic and cumulative
- Include oral language, which is essential
- Use of assessment to identify next steps

They consider:

- the scope (what needs to be taught)
- the sequence (the order in which the elements are taught)
- the pace (when the elements should be taught)



Our priorities for education

The Minister has introduced six priorities that guide our work:

1. **Clearer national curricula:** Establishing knowledge-rich curricula grounded in the science of learning.
2. **Better approach to literacy and numeracy:** Implementing evidence-based instruction in early literacy and mathematics.
3. **Smarter assessment and reporting:** Implementing consistent modes of monitoring student progress and achievement.
4. **Improved teacher training:** Developing the workforce of the future, including leadership development pathways.
5. **Stronger learning support:** Targeting effective learning support interventions for students with additional needs.
6. **Greater use of data:** Using data and evidence to drive consistent improvement in achievement.

Our priorities for education

The Government has two targets:

1. 80% of students present for more than 90% of the term.
2. 80% of year 8 students to be at or above the expected curriculum level for their age in reading, writing and maths.



Target 2

Next year will be looking at having 75% attendance 90% or above

Currently sitting at: 65% at 90%

This term.

This will continue to drop as parents take children away on holidays due to farming crossover.

Student attendance targets for regular attendance, moderate absence and chronic absence.			
Measure Ministry targets	2024 Target	2026 Target	Today
Percentage of ākonga attending school regularly (attending more than 90%, an average of 9 days a fortnight)	70 % 57	75 % 107	65%
Percentage of ākonga who are moderately absent (attending more than 70% up to 80%, missing two to three days a fortnight)	6 % 27	4 % 07	4%
Percentage of ākonga who are chronically absent (attending 70% or less, missing three or more days a fortnight)	5 % 10Δ	3 % 12Δ	15%

Δ is the % BELOW the target Δ is the % ABOVE the target (For this year so far)

SWITCH TO MY TARGETS

Show: YEAR TO DATE TERM 1 TERM 2 TERM 3 TERM 4

Select Date Range

From: 01/01/2024 To: 12/06/2024 USE DATE SELECTION

Select codes to show as Absent:

Date Range	Regularly attending		Irregular absence		Moderately absent		Chronically absent	
	Number	%	Number	%	Number	%	Number	%
All	36	65	9	16	2	4	8	15
Female	18	78	3	13			2	9
Male	18	56	6	19	2	6	6	19
Pākehā	29	85	4	12			1	3
Māori	7	35	5	25	2	10	6	30
Other							1	100

Term 2
 June 28th - Matariki Day
 4th of July - Sleepover - American themed

Curriculum Data - Mid Year 2024

Reading	>1	<1	@	Ab	
1	0	0	100	0	100
2	11	11	78	0	89
3	22	22	56	0	78
4	44	11	22	22	55
5	0	16	16	67	100
6	28	0	14	57	71
7	0	0	0	100	100
8	0	0	50	50	100
Whole school	18	10	44	27	81
Boy	17	10	41	31	82
Girl	21	10	47	21	78

Writing	>1	<1	@	Ab	
1	0	0	100	0	100
2	11	0	89	0	89
3	0	33	33	33	100
4	33	33	22	11	67
5	50	16	34	0	50
6	42	14	14	29	58
7	50	0	0	50	50
8	0	50	50	0	100
Whole school	22	18	44	15	77
Boy	28	21	43	7	71
Girl	15	15	45	25	85
Maori	31	15	37	16	68

Maths	>1	<1	@	Ab	
1	0	0	100	0	100
2	0	22	33	45	100
3	0	22	56	22	100
4	33	11	22	33	67
5	0	33	33	33	100
6	57	0	14	29	43
7	0	50	0	50	50
8	0	100	0	0	100
Whole school	14	20	35	29	84
Boy	17	17	29	36	82
Girl	10	25	45	20	90
Maori	33	11	39	17	67

Target students

Writing	Reading	Maths	Ethnic	Attendance
S1	S1		Maori	94.8
S2	S2		Maori	81.8
S3	S3	S3		94.8
S4	S4	S4	Maori	67.5
S5	S5	S5	Maori	97.4
S6		S6	Maori	85.8
	S7	S7	Maori	54.2
	S8	S8	Maori	68
S9				83.7
S10				90.8
S11				66.9
S12				98.7
S13			Maori	88.2
	S14		Maori	91.6
		S15	Maori	29.9

10/15 (67%) of our target students are Maori.

9/15 (60%) target students attend less than 90% of the time

8/10 (80%) Maori students attend less than 90% of the time