



**MINUTES OF THE MEETING OF THE
BOARD OF TRUSTEES
HELD ON MONDAY, 14 August 2017
AT 5.00 p.m.
IN THE BOARD ROOM**

Present:	Debby Rosevear (Chairperson), Jacqui Pascoe (Principal), Brendan Cowles, Andrew Osborne, Riki Culley (Associate Principal), George Matheson (Staff Trustee)
In Attendance:	Blair Cook, Carolyn Davies Loren Treacy (Minute Secretary)
Apologies:	Gary Marshall, Tanya Joyner Debby Rosevear (Chairperson)
Karakia	Board
Declaration of interests:	Nil

Brendon Cowles chaired the meeting in the absence of the Chairperson.

1. STRATEGIC DISCUSSION

Student Achievement Data Reports

Interim student achievement data on Reading, Writing, and Mathematics was presented on Pukeko students by George Matheson.

Debby Rosevear arrived at the meeting at 5:12 p.m.

The Principal advised the Board can be assured that despite adverse publicity about ILE's, this is working very well at Marshland School. George Matheson added that a University lecturer who had been in the school assessing student teachers has fed back to her that this is the first school he has seen ILE's working so successfully.

George Matheson left the meeting at 5:32 p.m.

Interim student achievement data on Reading, Writing, and Mathematics was presented on Karimako students by Blair Cook.

Karimako students are doing exceptionally well in reading. Year 6 writing is not as successful with 78% of girls on target or having reached National Standard and 47% of boys are below. Extra writing sessions are being undertaken to address this. Year 6 Numeracy is very good.

Interim student achievement data on Reading, Writing, and Mathematics was presented on Toroa students by Carolyn Davies.

There are a number of students in Toroa with learning difficulties which were outlined to the Board. It is important for the team to identify the needs of these students and

support is provided by Teacher Aides. There is a lot of one-on-one work undertaken with these students. There are also issues being experienced with students new to the school not being at the same standard as other students who have progressed through the school. It has been noted that some students coming into the school have not had any phonics programmes at their previous schools.

The team is working hard on innovative programmes for Year 7 Writing. In Year 8 Mathematics 46% of students are at, above, or well above standard. An extra 28% are expected to make standard. It will not be impossible for the 21% below standard to meet standard with programmes being put in place to assist these students.

Those well below standard moved to the school in Year 7, 18% arrived in Year 6. Students who have had extra help with Mathematics and have had IEPs are making progress but potentially will not meet standards at the end of the year.

Positive reports have been received from a local high school that students are well prepared for life at high school by Marshland School.

Blair Cook and Carolyn Davies were thanked for attending the meeting and left at 6:35 p.m.

The Principal stated that the Board can be assured of the positive work that is being undertaken in the hubs. There is an immense amount of work to be undertaken with students new to the school but each hub having the support of a Teacher Aide is very beneficial.

2. EXEMPTION REQUEST FOR NEW ZONE

A request has been received from a parent who is now out of zone to allow her fourth child to attend Marshland School along with her other children. The draft letter of reply was read to the Board. The Board was in agreement that no exceptions should be made to this ruling and that the letter be sent.

3. ZONING

The new zone, as identified by the Ministry of Education, was tabled at the meeting by the Principal.

Motion: Moved Jacqui Pascoe/Seconded Riki Culley

That the new zone be accepted by the Board.

Carried

4. PRINCIPAL'S REPORT

As previously circulated and taken as read.

Motion: Moved Jacqui Pascoe/Seconded Debby Rosevear

That the Principal's report be accepted.

Carried

5. PROPERTY

The Ministry of Education is to be contacted regarding the flooding that is occurring at the end of the building.

Action: Brendan Cowles

The issue with windows that are opening unexpectedly is being taken up with City Care. The Principal will ensure that Anne is aware of this.

6. FINANCE REPORT

The financials were taken as read. The budget has been increased in two maintenance areas

Motion: Moved Debby Rosevear/Seconded Brendan Cowles

That the finance report be accepted.

Carried

7. PERSONNEL

There will be two fixed term positions next year. A second Deputy Principal position is to be advertised and up to two other permanent positions.

The Principal predicts that the roll will be approximately 420 next year. A roll review will be required to be undertaken.

8. MEETING ADMINISTRATION

Correspondence

Inwards

- Education Gazette
- NZSTA – Education Act update
- SchoolDocs
- Auditor General – managing the school property portfolio
- A group of primary schools have written to the Ministry of Education regarding out of zone students constituting new buildings for intermediate schools. A copy of the letter was tabled at the meeting.
- Blair Cook seeking financial support for a student who made Canterbury Cross Country
- Key findings on how students are using digital technology for learning
- Election planning dates. A Board information evening is to be held on Monday 4 September from 6:30 – 7:30 p.m.
- Education Aoteroa

Motion: Moved Jacqui Pascoe/Seconded Brandon Cowles

The Board approve \$50 financial support for the student attending Canterbury Cross Country.

Carried

Motion: Moved Chairperson

That Tracy Harrison be appointed as the Returning Officer for the Marshland School Board of Trustees' elections.

Carried

Outwards

- Nil

Motion: Moved Jacqui Pascoe/Seconded Debby Rosevear

That the inwards correspondence be received.

Carried

Confirmation of the Previous Minutes

Motion: Moved Debby Rosevear/Seconded Brendan Cowles

That the minutes of the Marshland School Board of Trustees meeting held on 12 June 2017 be accepted as a true and correct record of that meeting.

Carried

Matters Arising

Nil.

9. GENERAL BUSINESS

Board Talk

Items to be included are:

- Board elections
- Farewell to Gary Marshall
- Van usage
- Field irrigation
- Futsal court
- Report on Team Leader presentations – excellent standard

School Community Group

Andrew Osborne recently attended a meeting of the School Community Group with the Principal and Deputy Principal where a number of fundraisers were outlined. The group has raised over \$10,000 which means it is now possible to obtain the blinds that are required for the hall.

The Board acknowledged the hard work and dedication of this group in raising enough funds for the hall blinds.

Whanau Hui

The whanau hui is to be held on 30 August.

10. NEXT BOARD MEETING

Monday 11 September at 5 p.m.

The meeting closed at 7:20 p.m.

Minutes are approved

Board Chair

(or) Member on behalf of Board Chair

ACTION POINTS

Action	By Who	Reference	Due
Contact Ministry of Education regarding flooding occurring at the end of the school	Brendan Cowles	Meeting 14.8.17 Item 5, pg 2	September