



**Cashmere Avenue Home and School  
Meeting Minutes  
CAS Staffroom – 7 April 2025**

**Present:** Kirsten Richards, Emma Tatham, Zoe Gray, Pip Brookes, Jacqueline McConnell, Kezia Smith, Sheree Edwards, Sarah Bennett.

**Apologies:** Brooke McPheat, Jemma O'Brien, Abby Johnston, Guanny Liu Prosee, Adelle Jensen.

**Minutes of the last meeting:** Sarah Bennett moved. Kirsten Richards seconded.

**Correspondence in:**

- Calendar Art confirmed for 2025.
- Cath, George's mum has volunteered her photography skills if we wanted to do a fundraiser, or have school events captured.
- Art Show tickets have arrived.

**Finances:**

**Bank account for August/September**

<b>Opening balance:</b>	\$ 14,659.33	@ 1st January
Calendar Art	\$ 2,016.60	
Entertainment Book	\$ 206.00	
Festival	\$ 13,364.46	
Hoodies	\$ 55.00	
Interest	\$ 21.80	
	\$ 30,323.19	In the Bank
Float	\$ 300.00	
	\$ 30,623.19	@ 06th April

#### Festival Break Down

Baking	\$2,165.00	Includes German, Home and High Tea
Sausage Sizzle	\$1,682.20	
Toys	\$1,616.80	
Pulled Pork	\$1,570.50	
Books	\$1,196.00	
Candy Floss	\$1,000.00	
Clothing	\$841.00	
Spiders	\$834.00	
Face Painting	\$764.50	
Gumboot Toss	\$609.00	
Dumplings	\$571.00	
Pancakes	\$537.50	
Nachos	\$452.00	
Crazy Hair	\$435.90	
Golden Ticket	\$355.11	61 Kids
Garden	\$349.00	
Boats	\$235.50	
Donation	\$200.00	
Raffle	\$61.00	
Koha	\$55.40	

Eftpos Cash	\$1,240.00
Eftpos Sales	\$204.02

Expenses	\$1,715.97
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#### Teachers Report:

##### Kōwhai:

We have built up two full classes and started another new class in R.11.

Carol Fernando has started in Room 11 and we're thrilled to have her join the team.

Korimako are busy practicing hard for their 2nd ever Kapa Haka Road trip which will happen early next term.

We have been learning a mixture of songs from the main Kapa Haka group, songs from our mihi whakatau, songs that fit the learning in our classrooms, and some new songs Shareen and Kaiya have been teaching Teams 1 and 2. We are on track and are sounding really good.

We will visit a couple of kindy's and hopefully Malvina Major to perform for the residents there as well.

**Harakeke:**

Team Harakeke have been getting to know each other through our Ko wai au? Inquiry, along with learning about our team name. We had a session with Carmen on the tikanga around Harakeke, along with learning how to extract muka. We have made a collaborative Harakeke cloak.

We have been learning the Ngake and Whataitai pūrākau and have recently explored retelling through drama.

For our Forces Inquiry we have explored Magnets, Electricity, Friction and Floating and Sinking. The children moved around our space, to explore various provocations before diving deeper by learning important vocab and processes.

**Kahikatea:**

In Kahikatea we started the term by delving into Aotearoa's history from early Māori settlers to Te Tiriti o Waitangi. Then we began building knowledge in preparation for our noho marae. In particular we discussed the pōwhiri process and tikanga that we need to follow.

With our trip being postponed to this week, this gave us some time the past couple of weeks to start our forces inquiry. We've explored the properties of magnets and used this as a topic for descriptive writing.

**Tarikākā:**

Our big focus for the first half of the term was getting to know each other and our unique identities then Camp!

The second half of the term has been focusing on Force and Energy, looking at the laws of motion and the six simple machines. We're finishing off by building Marble Runs that include as many of the simple machines as possible.

**CAS festival feedback:**

Awesome mahi on the CAS festival - We LOVED the fair/Festival the other weekend and all want to say thanks for all the hard work that went into it. Our kids loved it and it was fantastic to see our different cultures reflected throughout the day with food and performances. A really lovely vibe around the school and great to see many different cultures represented. It was clear that a lot of effort was involved! Please pass on our thanks to the H&S committee.


## Principals Report:




### Equipping Learners to Explore and Thrive Together

Principal's Report to the Home and School  
April 2025



Strategic Goals and Actions 2024-2025		
Goal	Description	Actions
Vibrant School	<p>We take pride in our fun and energetic school environment – an exciting place to learn</p> <p>Kia wāna ake kei kōnei</p>	<ul style="list-style-type: none"> <li>CAS Festival was a vibrant celebration</li> <li>Green Team and Student Council are underway</li> <li>Room 14 Weathertightness project nearly complete: ready second week of holidays</li> <li>Room 16 reclad and windows commencing Term 2</li> <li>Room 17/ Room 18 roofing project planned for April holidays</li> </ul> <p><b>Planned Actions for 2025:</b></p> <ul style="list-style-type: none"> <li>Weathertightness (including covered walkway and roofing) project imeline suggests an end date of July</li> <li>Community Working Bee</li> <li>Continue to support Student Council, Green Team, and school wide action projects that ensure our school is an inviting, healthy and fresh place to be</li> </ul> 
Inspired Learners	<p>We design opportunities for inspired, courageous learning to happen</p> <p>‘Whāia te mātauranga hei oranga mō koutou’</p>	<ul style="list-style-type: none"> <li>Staff Only Day- Maths Curriculum with MOE Facilitator</li> <li>Next Cohort of teachers enrolled in Structured Literacy- we now have 5 staff trained and another 5 enrolled for Term 2. We hope to enrol another 2 in Term 3.</li> <li>Classroom teachers and leaders attended PLD on the new maths resources in the holidays</li> <li>Two Staff only days in January- one for all staff at Maraeroa, one for teaching staff and leaders at CAS</li> <li>Staff Only Day 31st March (MOE Maths Curriculum Day)</li> <li>Three staff (Jo, Lisa and Sarah P) are underway with the Accelerated Learning in Literacy PLD/programme- Children in Years 3-8 who are at risk of being up to a year below expectation</li> <li>First Wānanga with Te Atiawa has happened in Term 1</li> </ul> <p><b>Planned Actions for 2025: Major Focus for PLD, Resourcing and programme delivery</b></p> <ul style="list-style-type: none"> <li>Maths Curriculum implementation and use of MOE funded resources</li> <li>English Curriculum, alignment of current literacy practices</li> <li>Continue with Te Puna Reo PLD and Programme implementation, and Pūrakau through Te Atiawa</li> <li>Incorporate Draft CAS Wellbeing (Te Whare Mauri Ora) and Draft CAS Cultural Diversity Frameworks through learning programmes</li> </ul>

		<ul style="list-style-type: none"> <li>Plan and implement robust intervention programmes, particularly with our funding for Literacy (Years 0-2) and Accelerated Learning in Literacy (years 3-6).</li> </ul>
Connected Community	<p>We build strong relationships across our community- we are at our best when we work together</p> <p>‘He waka eke no ā’</p>	<ul style="list-style-type: none"> <li>Fabulous Connected Community vibes at our Festival!</li> <li>Good turnout at our Community Connector evening (Higher in juniors/far fewer in seniors). Mr Whippy was a great draw card!</li> <li>Excellent turnout for Goal Setting meetings</li> </ul>  <p><b>Planned Actions for 2025:</b></p> <ul style="list-style-type: none"> <li>Continue strong partnerships with Board, Home and School, Rōpū Whānau</li> <li>Continue to support families new to our school to connect in</li> <li>Continue active involvement in Kāhui Ako</li> <li>Kāhui Ako Staff Only Day (teaching and learning expo) on Tuesday 3rd June</li> </ul>
Everyone Belongs	<p>CAS is a safe and inclusive place for all of us; where we respect, embrace, and celebrate our identity and our diversity</p> <p>‘He wāhi mō te katoa’</p>	<ul style="list-style-type: none"> <li>So awesome to have connections with our local embassies and local community groups</li> <li>Established new connections and opportunities through our festival - Hindi community and Peruvian community both offering free dance/language lesson for kids</li> <li>Workshop at Staff Only day on tiered interventions.</li> <li>Staff meeting on ESOL/Eng Lang Learning Progressions</li> <li>Staff meeting on inclusive practices</li> <li>Analysis of Wellbeing survey 2024 shows high levels of student safety, happiness, and connection to school and peers</li> </ul> <p><b>Planned Actions for 2025:</b></p> <ul style="list-style-type: none"> <li>Continue our progress with inclusive practices for neurodiverse students</li> <li>PLD for ESOL pathways and programmes</li> <li>Respond to any findings from 2024 Wellbeing Survey, particularly culture and heritage, and sense of belonging and safety.</li> </ul>

## 1. Personnel, Employment, Professional Development

### 1.1 Personnel and Professional Development

We have appointed Carol Fernando as a teacher for Room 11 starting on 31st March, through to the end of the year. Carol has been a full time classroom teacher for many years and recently moved to Wellington from Rotorua. She set up a roll-growth classroom last year for another school in the Kāhui Ako. Carol's class starts with 6 students, and we are projecting that it will grow to around 18 students towards the end of Term 3, when we will appoint

another New Entrant teacher for our next enrolments.

## 2. Learning and Life at CAS

Our Tarikākā camp to El Rancho was very successful. Staff, students and parents spoke positively about the venue and the camp staff. Children enjoyed a range of challenging, fun and memorable activities. Staff at the camp commented that the CAS group was the 'best behaved' they'd had through for a long time- they found the children to be exceptional with their manners and conduct. We continue to be very grateful for our incredible parent helpers on EOTC activities like this- positive, energetic, committed to create an enjoyable, safe and memorable camp for all children.

Our Year 3 and 4 trip to Maraeroa (and overnight Noho Marae for our Year 4s) has been postponed due to a tangihanga. A new date has been set for 9th and 10th of April, and the team are quickly planning around the change. Some of our parent helpers were still able to make themselves available for the new date and we're really fortunate to also have parents available to support at short notice.

Next term we commence our school-wide inquiry on Astronomical and Solar systems (ie Space) with class trips to Space Place. Towards the middle of Term 2 Kahikatea and Tarikākā (Years 3-6) will start their planning and preparation for the school production, which will take place mid Term 3.

### **Tau kē- awesome work!**

The CAS School Festival has been an absolute highlight of the term, and I want to express our huge appreciation for your tireless work to make sure it was a vibrant, inclusive, event- what a vibe you created! The mix of cultural performances and food and the classics that we know and love was fab. You did a great job of pivoting around the property project- not easy when the carpark is usually a main hub and thoroughfare.

Adelle Jensen  
April 2025

Ehara taku toa i te toa takitahi, engari he toa takitini  
Success is not the work of an individual, but the work of many

### **General Business:**

Proposed dates – to be confirmed once all parties are onboard.

Sausage Sizzle	Week of 12 <sup>th</sup> May
Disco	23 May 2025
Bake Sale	6 <sup>th</sup> June 2025

**Summary of Actions arising:**

NZ Art Show Tickets to be loaded to Kindo	Kirsten / Madeleine
Matariki	Zoe / Adelle
Books	Steph Gannon will get in touch with Zoe
Invite Cath: re, photography to next meeting	Emma
Hoodies to be loaded to Kindo	Kirsten
Disco theme to be confirmed	Zoe / Jane / Adelle
A-Thon's	Kirsten
Movie Night Fundraiser	Emma / Pip
Ian – New World, Sausage Sizzle and Disco Food	Kirsten

**Meeting closed at: 8.45pm**

Next meeting: 26 May 2025 – Meeting followed by AGM

Cc: CAS Office

***DRAFT 2025 Meeting Dates***

Meeting Date	Term	Proposed H&S Events	BOT Meeting Dates
7 April	Term 1	Festival	
26 May – AGM 9 June	Term 2	Bake Sale Disco Sausage Sizzle NZ Art Show Matarik	



28 July 25 August	Term 3	Disco Spellathon Quiz Bake Sale Calendar Art Sausage Sizzle	
13 October 3 November 1 December – Christmas Drinks	Term 4	Christmas Trees Disco Ice Blocks Inspire Cookie Time	