



TARGET ROAD SCHOOL

Minutes of School Board Meeting Held in TRS Staff Room Wednesday, 14th August 2024 at 6pm



OPENED

6.00pm

1.0 Administration Matters

1.1 Karakia	Led by Kristie
1.2 Present	Fina – via zoom, Kristie, Shane, Kevan, Anthony
1.3 Apologies	Phillipa, Katie, Brent, Geoff
1.4 Invitees	Kara – with speaking rights
1.5 Declarations of Interest	nil

2.0 Strategic Planning

2.1 Math Implementation Plan

Kara Graaf (Team Leader and in charge of the Math Unit) introduced a presentation on the progress made in Mathematics since the last presentation in 2023.

Kiwi Team: Year 2 data – Towards (not achieving within yet) were sitting at 8% of learners and has improved to 6% in 2024. Within and beyond were sitting at 92% and are currently sitting at 96%.

Piwakawaka Team: Year 3 data – Towards were sitting at 48% and are now only sitting at 23% in 2024. Within and beyond were sitting at 52% and are currently at 77%.

Year 4 data – Towards were sitting at 46% and are currently at 20%. Within and beyond were at 51% and are currently at 80%.

Tui Team: Year 5 data – Towards has gone up from 45% to 49%. The assumption is that this is due to the transition between year 4 and 5 where expectations are different, and learners take time to settle into the new style of teaching. Within and beyond currently at 50% from 49%.

Year 6 data – Towards were sitting at 45% and are currently at 39%. Within and beyond are currently at 60% from 52%.

Whole School data: in 2023 towards were at 33% and within and beyond was at 67%. In 2024 towards are currently at 22% and within and beyond is at 78%.

A lot of this progress has been attributed to Marie and the amount of mahi she has put in with the team and the board supporting and funding that.

The Math Miles Basic Facts programme training took place in term 4 for all the teachers and it is being implemented across the school and is being recorded on the Hero assessments as well.

A full school overview has been developed for all three teams, this is a working document that has been developed and continues to be developed with the help of Marie. This has been structured to the new curriculum. In the coming weeks, time will

	be set aside with Marie to discuss an action plan for the next year as the new curriculum comes in. Marie will come in and do PD's on what they are struggling with and covers topics to help the teachers. 2024 next steps – it is said that for a PLD to be implemented correctly, it takes a 3 year period and so an application will be made for this for again. They are looking at a resource revamp which will be done on a three year cycle and will start with the Kiwi team resources and then move through the other teams in the years that follow. Kara will be doing observations in classrooms where she will have short walk through to see how the teachers are doing and where they might need additional support. Kara is going to be looking at the E-Asttle assessments or PATS (the two standardised assessments that will be implanted with he new curriculum) to see which would be the most effective to use. Fina has proposed that if the PLD is not successful that the board approves the funding to have Marie approved for next year. Kristie has actioned it to be discussed at the finance meeting to be budgeted in for next year.
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3.0 Principal's Report

3.1 Principal's Report

Health and Safety report is ongoing and there will be a report back at the next meeting.

No injuries or incidents.

Lockdown drill was successfully completed.

The roll has been increased by two. Fina has asked for additional staffing to the ministry of Education and it looks like it will be approved. This would need to be discussed at the next finance meeting because \$60 000 has been put into board funded staffing but would love to appoint a teacher to run accelerated programmes but it also looks like another New Entrant Teacher will be needed in term 4, so a discussion will need to be had around where that additional staffing goes.

Attendance – compared to 2023, term 2 has improved. Fina and Shane have been working with less families. They are working with individual cases and working with their families to improve attendance.

Term dates -The 28th being for First Aid, the 29th, 30th and 31st as teacher only days. The first day of school will be the 1st of February and ending on the 16th December if there is a conference and the 15th December if there is no conference. With the new Math curriculum coming in, there might be more mandatory PD days, this is yet to be confirmed.

Motion put forward that the board approve the dates for 2025.

Moved: Kevan

Seconded: Anthony

Carried: All

4.0 Attendance

4.1 Attendance Data

The figures from the report from the ministry do not match the TRS figures being recorded. It was decided that someone from the ministry will be contacted and asked to come and explain how they reach their figures.

5.0 Student Progress & Achievement

5.1 Student Achievement Data

Reading and writing have gone down from last term, this is due to more ESOL students having joined from this term. Fina and Shane have looked further into this and have found that those students that started with TRS from the beginning have improved more than those that started midway. Those that started in Year 1 at TRS are currently sitting at 88% in within and beyond for math, and at 71% for reading and 70% for writing in within and beyond. This shows value is added to those that begin at TRS from the beginning.

6.0 FOTS

6.1 Review of minutes

They have had two meetings, and they are confused about what they are going to be fundraising for. Fina has clarified that they should be fundraising for “big things” such as shade sails and the sandpits, etc. and not for things such as resources as those are the responsibility of the Kura and the Board. They were also told to try to raise funds for things that the whole school will benefit from and not necessarily just for one year group.

They have been given a deadline to have these ideas put forward for approval by the last board meeting in term 4.

Some FOTS policies will also be added to our agenda for our next planning and review to make sure they are fit for purpose.

We have not had a connection with someone that is on the Board and FOTS in meetings this term, it is suggested that going forward we can look at co-opting.

7.0 Committee Reports

7.1 Finance

Shane has looked at a way to take credits earned when a uniform is bought to be put into sports and getting new sports uniforms. He was told the best way to ask for a grant to update all the school's sports uniforms.

Motion put forward for Shane to ask the board for approval to apply for a grant for \$20 000 for the update of sports uniforms from the Aotearoa Gaming Trust.

Mover: Kevan

Seconder: Kristie

Carried: All

7.2 Property

The minutes were not finalised with will be moved to discuss at the next meeting.

The number of classrooms that will be built has been reduced down to 5, however it seems that they will be the brick buildings and not the modular ones. This will be further discussed at the next meeting.

7.3 Planning and Review

Meeting on the 23rd to review the policies and will be reported back on at the next Board meeting.

7.4 Health & Safety

The campgrounds look great. There are some challenging activities that the students will be taking part in, but it all looks good and the kids will have a good time.

7.5 Personnel

8.0 Administration

8.1 Confirmation of Previous Minutes

*“THAT the minutes of the Board meeting held **19 June 2024** be adopted as a true and accurate record of the meeting and be uploaded to the Target Road School website.”*

	Moved: Anthony Seconded: Shane Carried: all The whole Board, via email, approved that the fence quote that Shane received via email on the 2nd July 2024. The whole Board, via email, approved that Graham McDonald repaint the swimming pool based on the quote that Fina emailed through to the Board on the 26th June 2024.
8.2 Training	Krisitie attended a presiding member meeting for North Shore, where EOTC was discussed. If teachers get onsite and are uncomfortable with the situation for any reason, they have the same authority as those running the camp and are able to pull the pin if the need arises with the assurance that the Board, Principal and Deputy Principal will deal with the backlash from parents. Fina suggested that this be added across the top of the EOTC forms and documents so that staff and parents are aware of their authority in the matter. There is a course called EOTC through the Board run through Education Outdoor NZ that trains the Board on EOTC and mitigating the risk for the board. Kristie will look further into it and send information to Fina to discuss if this is something that the Board might want to take part in. Even if there is an external contractor for Health and Safety, the Board will still be held accountable for anything that happens as there is a joint liability, so you need to make sure that there is no overstepping of boundaries and rather working together with them to mitigate any risks. There is a risk register for Health and Safety that Fina has assured the Board are updated, this could possibly be added to the Health and Safety for the Board to sign off on as well. It is proposed to discuss who is intending on being a Board member in the new year and who is not, to be able to have enough time to implement succession planning.
8.3 Correspondence	There was a letter about Traffic Safety that was the summary of responses on a survey that Fina filled out about traffic safety.
9.0 In Committee	
	To be documented separately. Meeting started at: 6:53 Meeting concluded at: 7:05
10.0 Next Meeting	
	Wednesday 18th September @ 6pm
CLOSED	6:53 PM