

**Board of Trustee Meeting
27 June 2023 – 9.04am**

Present: Celia Tymons, Meredith Devonald, Jason Clemens, Amanda Fallow-Pender, Hannah Mazey and Nicky Bell (Minute Secretary)

Apologies: Aaron Henderson and Sarah Rickard

Karakia led by Meredith Devonald

Welcome: Celia Tymons welcomed everyone to the meeting.

Declaration of Interest: None

The Board members were all taken on a tour of the school and all of the school buildings at 9.06am. This was led by Meredith Devonald. During this tour, Meredith Devonald talked the Board Members through what options are available for the refurbishment of the Rimu Block and she also advised that we will be getting two new relocatable classrooms due to our roll growth. These will be positioned at the end of the current Kōwhai block. The Board members returned for the meeting at 10.10am and the meeting continued.

Reports:

Structured Literacy Report:

Paula Warman entered the meeting at 10.20am to present her Structured Literacy report.

Paula gave a background into why Darfield Primary School are using the Structured Literacy programme. All staff have had a workshop with Literacy Connections. The Literacy Connections Professional Development is funded by the Ministry of Education for 2023. The resources for Structured Literacy have mainly been funded by the generosity of Darfield Primary School PTA. We need to ensure that we have the resources to continue this going forward. Paula advised that there may be an opportunity for staff to visit other schools that are doing Structured Literacy next year on staff CRT days.

Celia Tymons thanked Paula Warman for her report.
Paula Warman left the meeting at 10.50am.

The Assessment for Learning Report to be presented by Barb Kennedy and the 2023 Maths Report to be presented by Hannah Mazey have been deferred until the next Board of Trustee meeting.

Principal's Report:

Our current Roll is 264

There have been 11 admissions since the last Board meeting.

There has been 1 withdrawal since the last Board meeting.

It has been a very busy term with the School, Malvern and Canterbury Cross Country events and also the Deans Bush Trip for both the Rimu and Kōwhai teams.

Personnel:

A Fixed Term appointment has been made for Terms 3 and 4 to meet the growing numbers in our new entrant area. Her name is Nicole Bourke.

The Industrial action for the Primary Teachers has been resolved but the Principal negotiations are continuing.

Meredith advised that the Malvern Teacher Only Day is to be changed from Thursday 16 November to Monday 20 November 2023. This Teacher Only day is provided by the Ministry of Education for the new Curriculum roll out. The Board of Trustees approved this change of dates.

Moved by Celia Tymons, seconded by Amanda Fallow-Pender

Meredith Devonald moved the adoption of her report, seconded by Jason Clemens.

Strategic:

Celia Tymons has sent an email out to all Board members regarding the NZSTA courses and she recommends the NZSTA courses are worthwhile for all Board members to attend if possible.

Administration Matters:

The new Ministry of Education Code of Conduct document is in the BOT folder and will be discussed at the next meeting.

The Minutes from the previous meeting have been approved electronically and ratified

Moved by Celia Tymons, seconded by Amanda Fallow-Pender

Matters arising:

Jason Clemens advised that he is still looking into the insurance for the Library building and is in discussion with Absolute Homes to get an indication of costing.

The Amendment to the Camp Proposal from Kiri Conrad has been moved to the next BOT meeting because Kiri is awaiting updated YMCA individual RAMS for the events that the students will be doing at camp.

BOT Community Communication:

Amanda Fallow-Pender will do the BOT Communication for this week's Newsletter.

Meeting Reflection:

Celia Tymons reminded everyone to complete this survey.

Meeting closed at 11.05am

Signed:



Date: 15/8/23