

South New Brighton School
Minutes of Board of Trustees Meeting
Staff Room at South New Brighton School
Wednesday 6th November 2024 at 6:30pm



In attendance: Kate McClelland (Principal) Anna King (Presiding Member), Karen Ward (Staff representative), Kallysa Hollis, Donna Dimond, & Peter Sawyer

Present: Holly Timms (Secretary)

Apologies: Kim Grooby

Declared conflict of interest: None

1. OPENING

The meeting was opened by the Board of Trustees at 18:30pm with a karakia.

2. PREVIOUS MINUTES

Motion: *It was moved by the Presiding Member that the minutes of the South New Brighton School meeting held on 28th August 2024 minutes be accepted as a true and accurate record.*

Moved: Anna King

Carried

3. ACTION POINTS – No matters arising

4. PRINCIPAL'S REPORT

The Principal's report was circulated to the board prior to the meeting and taken as read.

- **Term 4 overview:** Term 4 is proving to be a very busy period for the school.
- **Staffing for next year:** Two full-time positions and one fixed-term position are available for 2025.
- **Library PC replacement:** The current library PC is nearing the end of its life. A replacement will be arranged when the new library is operational.
- **iPad fleet replacement:** The fleet of school iPads will require replacement in the near future.
- **MoE regional responsible funding:** This funding is currently on hold. Kate will follow up for updates.
- **Attendance data:** Attendance data was presented to the board, showing 51% regular attendance.
- **Curriculum Development:** Significant development work is ongoing with the new curriculum, particularly around the "Maths No Problem" program.
- **Health consultation:** The health consultation with the community has been completed.
- **Anxiety workshop:** A well-attended anxiety workshop was held on Monday, 4 November 2024.
- **Cultural narrative:** A meeting was held with Lynn Taiaka regarding the school's cultural narrative. Kate noted the priority of naming the school hall and finalizing team grouping names.
- **School roll:** The current roll is 429 students.
- **Behavioural incidents:** Since the start of the term, there have been 75 minor and 32 major behavioural incidents, with 9 stand-downs occurring in the past week.
- Curriculum changes have been outlined in the principal's report

Motion: *It was moved that the principal's report for November 2024 be accepted.*

5. Property & health and safety reports

The property report was circulated prior to the meeting and was taken as read.

- **Watertight project:** The watertight project is still under investigation and will not proceed until 2025.
- **Hall construction:** The hall is on track to be completed around May 2025 but is not expected to be in use until approximately June 2025.

6. FINANCES

The finance report for August and September 2024 were provided prior to the meeting and taken as read.

- **Draft budget:** The draft budget for 2025 is to be tabled and discussed at December 2024 meeting.
- **End of year staff lunch funding:** Kate has asked for the board to consider funding of \$2,000 for an end of year staff lunch. The board unanimously agreed to this.
- **Furniture for Waveriders:** The board reviewed a quote of \$20,070 (incl. GST) for tables and desks for Waveriders. After discussion, the board agreed to accept the quote.
- **Audio and lighting gear for the new hall:** Anna presented a quote from Harvey Norman for audio and lighting equipment for the new hall, totalling \$26,792.88 (incl. GST). The board approved the acceptance of this quote.
- **Marking and equipment for the hall:** The hall will be marked for netball, volleyball, and badminton, requiring sockets and equipment. Anna will approach the PTA to propose their involvement in funding this equipment. Costs include:
 - Netball hoops: \$1,130 (excl. GST)
 - Padding for poles: \$330
 - Volleyball and badminton nets: Total cost of \$7,610

Motion: *It was moved that the financial report for August and September 2024 be accepted.*

Moved: Anna King

Carried

7. POLICIES

To be discussed at the next board meeting.

8. MID YEAR DATA

The mid-year achievement data for 2024, previously circulated to the board for review, was discussed.

Kate acknowledged that the mid-year results are not strong but emphasized several contributing factors to the current achievement data. She noted that having a baseline is a positive step forward and highlighted the importance of robust moderation processes.

Karen pointed out that a number of students face complexities impacting their readiness and ability to learn.

Key insights from the data include:

- **Reading:** One third of students are working below expectations. Females are performing better than males in this area. Reading has been a key focus for teachers this year.
- **Writing:** 38% of students are working below expectations.



- o **Mathematics:** Males are outperforming females, while 49% of Māori students are working below expectations.

Looking ahead, a structured literacy approach will be implemented consistently across the school in 2025 to address these challenges.

9. CORRESPONDENCE IN/OUT – None

10. GENERAL MATTERS

- **Board checklist:** The board discussed annual leave for the principal outlined in clause 7 of the Principal’s Collective Agreement

11. PUBLIC EXCLUDED

Motion: *From the Presiding Member that the public be excluded from the proceedings of this meeting at 19:57pm.*

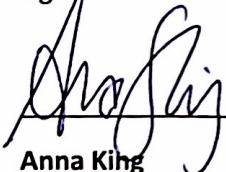
The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 ("LGOIMA") for the passing of this resolution are as follows:

General subject	Reason for passing this resolution	Ground(s) under s48(1) for the passing of this resolution
<ul style="list-style-type: none"> • Staffing 	It is necessary to exclude the public from this part of the meeting in order to protect the privacy of natural persons, being a good reason for withholding information under s9(2)(a) of the Official Information Act 1982 ("OIA")	Pursuant to s48(1)(a)(ii) of the LGOIMA that the public conduct of the relevant part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under the OIA.

12. Next meeting: Wednesday 4th December 2024

Meeting ended at 20:50 pm.

Signed



**Anna King
Presiding Member**

10.12.24

Date