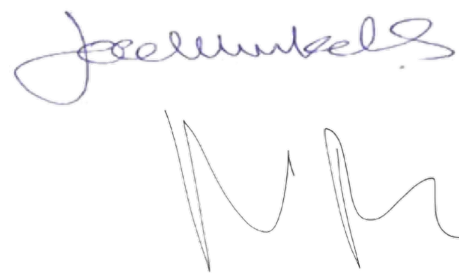


# Draft Newtown School Board of Trustees Meeting Minutes



Monday 21 October 2024, 6.40pm  
Library

Board members: Joe Winkels (co-chair), Nick Booth (co-chair), Nicki Read (tumuaki), Naomi Taylor, Trey Tanuvasa, Jess Gorman, Katy Te Amo

Also present: Danielle Te Whaiti (Deputy Principal), Debbie Purves (kaiako), Steve Kerr (minutes).

Apologies: Fatima Osman Amin, Shannyn Edmonds

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## 1. Karakia timatanga

Joe welcomed everyone and confirmed there were no conflicts of interest.

## 2. Te Tiriti in action

All board members shared examples of honouring Te Tiriti in their lives. These included: working with colleagues to study the Law Commission report into tikanga and the law; talking about the hīkoi that is coming up and what needs to happen at school; attending community hui on Te Tiriti at Mt Cook School; visiting Wharewaka with Te Mātāwaka rōpū from school; continuing with the Haumi E course with other kaiako; being pleasantly surprised to see reo being used in cafe menus; continuing reo lessons at work and learning a mihi.

## 3. Playground update / Te Papa Tākaro Nui

Naomi said she'd put a report in the shared drive of a walk-through of the playground that she had done with Melissa and Paul Wilson. She said it was more than just the matting that was a problem. The report has photos of the issues with the playground and potential hazards. She said that quite a lot of equipment is missing. It needs a lot of work, as well as regular maintenance. She said it might take twelve months to fundraise and coordinate the work on the playground.

Katy said we should scope out what repair work is required, while we work on a larger scale replacement.

Joe asked whether there was any other major expenditure that the school might face in the next 2-5 years. Nicki said potentially the hall might need work to become more community friendly. And also the asphaltting might need replacement.

Jess said she was in favour of dreaming big and lining up the right people to support.

Nick said we need to take two parallel approaches, one to dream and plan for the long term, and one to focus on the remedial work.

Board members agreed that they would look to replace the playground in conjunction with short term work to make sure tamariki are safe.

- **ACTION - Nicki talk to Berhampore School to learn from their experience**
- **ACTION - Naomi to find a project manager to support the playground project**
- **ACTION - All portfolio leads to add playground mahi to their work programmes**

#### **4. Newtown School approach to restorative processes**

Nick invited Nicki to talk through the restorative practice that the school uses. Nicki said she'd added a presentation from Cath Forster who presented to an earlier board [March 2022] on the 'why' of restorative practice. She shared the slides and invited board members to come back to her with any questions.

Nicki emphasised the importance of maintaining relationships which underlies the approach. Nicki explained the differences between restorative and punitive approaches, and how the restorative approach is new to people of our generation as parents. She explained the five stages of the restorative dialogue: tell the story, explore the harm, repair the harm, reach an agreement, plan follow-up. She showed an example of the script that kaiako at Newtown School use in restorative practice.

Nicki described some examples of how restorative practice had been used successfully at Newtown School. She said in her experience stand-downs and suspensions don't really work to change behaviour.

She said the school does take behaviour seriously, it does address behaviour, and it does talk to whānau. The approach does not ignore behaviour and it's not a one-size-fits-all approach. She said the school is trying to create a culture where if you see something, say something so we can fix it.

Danielle said people think because we're restorative we're not grumpy, but that's not right, we are grumpy sometimes.

Naomi asked what the kaiako would say to the class after an incident. Nicki said we say that sometimes people have big emotions but it's not okay, but here are some other ways to deal with it.

Trey asked Nicki to clarify that there is a meeting that happens with the class, because some kids might be scared after a big incident. Nicki said it depends a bit on what happened, whether it is public or private. If it was a public incident then we'll do a circle time, so tamariki can talk about what their feelings are, to reassure kids that this is a good space and a safe space. If it was very public, we may send an email to whānau.

Naomi asked how we could involve the community in this approach, some whānau may want to do it at home. Nicki said when Cath was working with the board, we did a community information session and it was really good. Trey said she would like the school to run a community training for parents, they'd be really interested in it.

- **ACTION - Nicki to invite someone to run a community session on the restorative practice**

## 5. Tumuaki Report

2025 dates - Nicki sought the board's agreement to 2025 dates, to fulfil 386 half days that are required. She proposed that school starts Wednesday 5th February 2025 and finishes 18th December 2025. The dates align with other schools. The 5th Feb will be a meet the teacher day.

- **MOVED - that the school dates for 2025 begin 5 Feb 2025 and finish 18 Dec 2025**

Motion was seconded and passed unanimously.

Leave request - Nicki said that Debbie has requested leave without pay for term 2 2025 for refreshment leave. She said Debbie works incredibly hard and makes a huge difference in our kura.

- **MOVED - that Debbie's leave request be approved**

Motion was seconded and passed unanimously.

Attendance - Nicki said that she had put attendance reports in the folder, and gave some details of how the school is addressing it. Average attendance each week day is >85%. She said the school is talking to a couple of whānau about attendance, and have made a couple of referrals to the truancy service. She said attendance is at about the same level as in previous years.

ERO - Nicki said we're going to get a new ERO partner and we don't know who that will be yet. Nicki has contacted Mary to find out how the transition to the new person will work. Katy asked whether the new ERO partner might be better able to assess Ngāti Kotahitanga? Nicki said that might be the case, she'll find out more about whether the change is in response to us asking about assessing Māori medium.

Staff - Nicki updated on staffing for 2025. She said that Juliet is moving on, and that Cole and Shontelle are fixed term and will move on next year. Nicki said that through the pathway conversations, a few of the kaiako have expressed the desire to move with their student cohort. Maddi and Kiran have been made permanent, and the school is waiting to fill two vacancies.

Nick said it was cool to see so many teachers wanting to stay, and wanting to move with their year groups.

Katy asked if the role numbers in Ngāti Kotahitanga will cover the two teachers? Nicki yes it is very close. She said the school is nearly at the stage where we should dream about what happens next.

Samoan primary school staff visit - on 5th December. Nicki said she'd talk to Trey about how to run the welcome. Naomi said that'd would be in addition to the standard mihi whakatau for any visitors.

- **ACTION - Nicki and Trey to talk about how best to organise the visit from Samoan primary school staff**

Property - Danielle said the sandpit opening was today. Trey asked what the ceremony was. Danielle said it was quite tiny, we all just sat around the sandpit and Karen spoke on the microphone. Tamariki from different parts of the school uncovered stones, and the stones explained the kawa of the sandpit - such as 'no shoes', 'the sand stays in the sand pit', and so on.

Jess said that someone on Facebook had volunteered to fix the basketball hoop. Nicki will talk to the market to see if they can repair it.

Nicki said that this term the big projects are the bees and the compost bins. The bees will be up and running in November. Also the signage for the bikes and the car park.

Finance - Nicki said the report just came through today. She said her and Jess would review that together. Nicki said that the term 4 policies all seem to be finance-related.

Assurances - Nicki assured the board that Newtown School

- has been open for the statutory number of half-days and hours per day this year
- has complied with the provisions of the Education and Training Act and the Crown Entities Act relating to borrowing

- has opted in to the government donation scheme, and therefore has not asked for donations, except for overnight camps.
- has completed a self-review of how it is meeting Code of Practice requirements and that the self-review attestation will be submitted by the due date (1 Dec)

Health and safety - Nicki said there's not a report yet.

Hīkoi - Nicki said there is a hīkoi to parliament planned for the day that the Treaty Principles Bill goes through parliament, the 19th November. She said it's during the school day.

Danielle said that there were two things about the hīkoi that SLT had discussed on Friday. First, how the school could support Ngāti Kotahitanga whānau to attend and give Ngāti Kotahitanga kaiako discretionary leave to attend. She said that if any Ngāti Kotahitanga whānau that can't attend then the school will make sure the ākonga are looked after.

Danielle said that they wanted to know from the board how to deal with little things, like if tamariki are away, are they marked absent or is it justifiable? She said we can't send the whole school on the hīkoi because it would be too big, and it's not just Ngāti Kotahitanga who will want to go.

Katy said there might be a livestream that those who stay at school could watch. She said that previously when there have been big hīkoi, the way the school saw some tamariki off was really good. She asked whether Nicki could send out comms to see how many tamariki were likely to go. She said that it is very difficult to manage the kids in a big crowd, so it would be unreasonable to expect the kaiako to look after all the kids.

Naomi said that another parent had suggested doing art to support the kaupapa. She said the school could help educate the community to make submissions on the Bill. Jess said it'd be good to explain what the hīkoi is for, when we put out comms about whānau being able to attend.

Trey agreed that we should put out something with a short clear explanation. She asked whether we're allowed to release teachers to attend if it's part of their identity and really important to them? Nicki said generally you can if you have a conversation first.

Curriculum update - Debbie said there is more curriculum change coming. She said the school is well placed in terms of structured literacy. Danielle said the next change is structured numeracy. She said the school had had an early look at the curriculum and it looks quite good. The next step is that the school has to select English medium resources to teach the curriculum. Then it needs to find Māori medium resources. The curriculum itself hasn't been written yet, there's still a lot of detail that has to be worked out by the Ministry of Education.

Jess asked whether it was something that had been discussed at the Kāhui Ako. Nicki said yes we've discussed this with other kura. Debbie said the Ministry is still working on the way that assessment will work. Danielle said there will be PATs (progressive achievement tests) to inform learning and work out the best approach for each student.

Nick said the board would like to discuss any changes to the way progress is reported to whānau, for example if the school is moving away from the PACT tool.

## 6. Schools website, social media, and communications

Joe said that this had come up at the last hui. There were a lot of questions about what the school wants from social media, the website, and so on. Naomi asked, do we need a comms strategy? Nick said that there has been previous work to survey the community and develop a channels strategy. Nicki said that the community has changed and we might need to check back what the preferences are.

Trey said that mostly people use Facebook and Instagram. It's so confusing as a parent to know what will come out on different platforms.

- **ACTION - Nicki to share the past comms survey results and other material with the board**

## 7. Portfolio reports

Policy - Nick said the policies for this term are in the drive.

Community engagement - Trey said at the next meeting, she would like a discussion on the policy for cultural competency at school.

- **ACTION - Trey and Fatima to share an update on cultural competency at the next board meeting**

Co-option policy - Joe asked whether everyone agreed with the policy.

- **MOTION - to adopt the policy for co-opting board members**

Motion was seconded and agreed unanimously.

## 8. Previous minutes and action items

The minutes of the previous meetings were approved as true and correct.

Action items will be updated via email.

## **9. Closing karakia**

Meeting closed at 9.40 pm

Date of next meetings:

- Monday 25 Nov 2024
- Monday 9 Dec 2024