

**Minutes of the Meeting of the Chelsea School Board of Trustees
held in the Staffroom 13 September 2016
at 7.00pm**

1. Administration

1.1 Present

I van Rijn (Chair), R Hayter, S Raistrick, F Adam, J Caldwell, S Smith and S Cotcher as Minute Secretary.

1.2 Apologies

S Mulcahy

1.3 Declaration of Interests

Nil

2. Administration

2.1 Confirmation of Minutes

The minutes of the meeting held 16 August 2016 were circulated.

Moved I Van Rijn that the minutes be accepted as a true and correct record.

-carried 6/0

2.2 Matters Arising

Due to the absence of S Mulcahy, reporting on the outcome of the following action points from the August meeting was deferred to next month's meeting.

- S Mulcahy to check whether Roween Higgin has provided any examples from school with strong conceptual curriculums
- S Mulcahy to include in the next cluster agenda, a request for a workshop in Week 8 or 9 on Hautu and approach NZSTA for a facilitator to attend
- S Mulcahy to make an appointment for our property officer to visit the school
- S Mulcahy to check on some budgeting code entries

PTA Financials

Action S Mulcahy to speak to the PTA Chair to request a report on the present financial position as per the unanimous recommendation from all members at the August board meeting.

F Adam volunteered where possible to liaise between the Board and the PTA.

Mid Year Progress and Target Review

Tuesday, 20 September at 9.30am S Smith, A Douglas and S Raistrick will meet to investigate whether a second report on the mid year data with more analysis of causations can be done and if it is feasible.

2.3 Correspondence

In Ministry of Education - 2016 Enrolment Scheme

Out Nil

Moved I van Rijn that the inwards correspondence be accepted.

-carried 6/0

3. Decisions

Nil

4. Discussions

4.1 Strategic Aim 2 & 3

Tabled.

The Board discussed in detail the school Strategic Aim 2 - "Support every student to identify, accelerate and extend their learning capacity" and Strategic Aim 3 - "Create an environment that values diversity and bi-culturalism".

The following were some points noted and explained in further detail.

- The school has a thorough identification process for CWSA (Children with Special Abilities). The first responsibility then lies with the teacher for in class Differentiation. Other provisions include extension groups, acceleration and Involvement in other activities.
- Australian Mathematics Competition. 25 students recently competed in this with 2 achieving 'high distinction', which equates to being within the 98th percentile.
- The pilot numeracy support programme (COSMDBRIC) has seen children make sub-level gains within the 10 week period. Children were asked the question "How do you feel about Maths?" both before and after. In all cases their replies after the programme finished indicated that they now loved maths and their motivation and belief in themselves to achieve was significantly improved.
- As a result of the data presented, Board members felt that a duplicate programme aimed at another target group would produce further benefits. More teacher aide hours would be necessary for this to happen.
- Each school develops their own language around 'Key Competencies' Chelsea School's Language of Learning is to be known as the Chelsea DNA. This is an internal language around who we are as a person and not what we do. "I'm a

Chelsea Learner” and “I’m up for the Challenge” are examples of phrases that are more commonly being spoken by our learners in their everyday speech. It is intended that graphics relating to our Chelsea DNA will be displayed around the school.

- The Board were disappointed to note the very slow waiting list for RTLit (Resource Teachers of Literacy) support and as a result are very keen to investigate neuroscience and other options.

Action S Smith to research various options available and gather as much information on them as possible

It was felt that measuring where we are in achieving success in our Strategic Aims is not easily identified on the current format. Line tracking the information in the review to align with bullet points in Column three would help to measure the progress on each line item.
Action S Smith to discuss with senior management restructuring the information.

4.2 2017 Charter Development

All Board Members have had an opportunity to have a look at the community survey and to feed their ideas/comments back to the Chair. I van Rijn will make the few ‘tweaks’ necessary before emailing out to the community. I van Rijn will report back to the Board all results and data received.

4.3 Issues, Concerns & Complaints

Nil

It was noted the number of positive compliments received congratulating the school on a marvellous effort by all staff during the recent “Troy Story” Production.

4.4 EOTC Approvals

Nil

4.5 Website

KiwiSchools, the school’s current website hosts, have advised the school about some new upgrades available. Key differences in the platforms would be ease and speed of uploading content (including images and video) and being adaptable which would allow our community better access to the website from all devices (phones, ipad etc). They have set up an evaluation website beside our ‘live’ website for trialling.

Action S Raistrick to forward list of questions for KiwiSchools

Action S Smith to report findings of new look website at next Board Meeting.

5 Monitoring

5.1 Finance

Tabled.

Moved I van Rijn that the August Financial Reports be accepted.

-carried 6/0

Action S Smith to check with S Mulcahy the following

- R&M Building
- "R & S Cleaning Services" Cheque

At 9.06 pm the Board moved into committee for confirmation of last month's in Committee minutes.

Normal meeting resumed at 9.10pm

2016 Meeting Dates

- Tuesday 25 October
- Tuesday 06 December

There being no further business the meeting closed at 9.10pm.

Signed _____

Date _____