

Ardgowan School Board of Trustees Meeting

Meeting minutes.

Tuesday 13th August 2024

Held in the Ardgowan School Staff Room 5:30pm

Present: Ryan Fraser (Principal), Sarah Sutton (Staff representative), Craig Conlan (Presiding Member), Rouvierre Hattingh, Aaron Gosney, Suzy Oakes.

Apologies: None

In Attendance: Kiri Ballantyne (Minutes Secretary).

Conflict of interest: None declared at the start of the meeting

Action table following meeting

Person	Action
(1) Ryan	Physical restraint - touch base with teachers to advise re training on ESL.
(2) Ryan	Investigate viability of glueing rubber balls onto the end of the bag hooks R1
(3) Ryan	Update the dates on the reviewed Principal delegation and Governance Policies.

6:17pm Craig opened the meeting and welcomed all to the meeting.

Minutes from the previous meeting - 25th June 2024

Had been circulated to the Board prior to the meeting via the Shared BOT Drive.

Matters arising from previous minutes. None

Motion: The minutes of the 25th June 2024 Board meeting were approved as a true and accurate record and were taken as read.

Moved: Craig Conlan **Seconder:** Aaron Gosney **All agreed, motion approved.**

Action Points Arising from the June meeting .

- 1. Physical restraint Policies - new teachers. Ryan has enabled for the training via ESL.(1)**
- 2. Goals for the Board regarding School Policies. Ryan has done this.**

Correspondence: Had been shared to the BOT members prior to the meeting. As attached.

Logic Group - notification of asbestos work to be completed - has been done.

- notification of extension to the Creatives in Schools project.

North East Otago Attendance service - newsletter

Michael Forgie - initial invoices for Roofing project

MOE - consent for BOT funded project - COLA

Erica Stanford Minister of Education - update on assessment expectations for the future. & Maths Education plan.

MOE - Roll return acknowledgement.

Michael Forgie - Procurement exemption has been granted.

permission for temporary fencing granted.

- MOE. Property modification assessment for student with special needs to be done. They were looking at cutting across our playing field. No way, the community made this field a few years ago and we will not let it be taken away again.

CREO - Detailed plans for COLA. Final proposal and payment plan (onsent to Michael Forgie for final MOE requirements).

Principal's report. The Principal's report had been circulated to the Board via the shared drive prior to the meeting. As attached.
Ryan presented his report to the Board.

We will be up over 140 for this year with pre enrolments for next year. Looking like we will hold on to most of our Year 6 students at the end of this year. We are looking at potentially only losing around 10 students (Year 6, 8 and children).

NAG 1 Curriculum: Year 7 & 8 students hosted a group from Age Concern as part of the leadership programme. This went very well and they are looking forward to another session. They have been teaching them to knit and play games. Great conversations happening in the classroom. One of the ladies is turning 100 in September and the kids are keen to do something special for her.

NAG 2 Self Review: Nothing to report.

NAG 3 Personnel: Once staffing confirmation is received Ryan will be advertising the Full time Senior and Junior teaching positions for 2025.

NAG 4: Finance and Property: Part one of the re roofing project has been completed. The staffroom and part of the office block has been done. The remainder will be done in the term 3 - 4 holidays.

NAG 5: Health and Safety: Annual Alarm Maintenance has been completed.

Earthquake and Fire emergency drills completed.

One young child split his head open on a bag hook. No sharp edges. They are at a height for 5 year olds, not enough room for cubby holes. Suggestion to glue a rubber ball on the end of each hook. Ryan will look into this. (2)

NAG 6: Legislation: The government has unveiled their Make It Count Programme for Maths. This is initially to address the poor results from Year 8 student testing nationwide. Ryan wants to give some context. These are 2021 results from 42 schools, 800 kids and it is something that hadn't been taught to them. This means that the results are not really accurate as to where the kids are at only proving what they don't know yet.

They are bringing in 2 x yearly assessments. Small group interventions. Raising the required achievement to level 2 NCEA for teachers to have achieved. These are positive steps.

The speed that this is happening is causing extreme concern, the draft came out today and is incomplete. 95 page document is under consultation until the end of September. To be implemented next year.

Still no acknowledgement, allowance or funding to address special social and development needs of children currently. Will there be enough funding to run it now as well as in 4 - 5 years time?

Craig asked what extra in support the teachers and Ryan may need? Time essentially. It needs to be understood first, then planning, then assessment, then placing the children in the correct levels. The COL will be involved as well, we will tag into anything that comes through. There are lots of questions coming in, we need answers.

Other: A celebration breakfast was held the first day of Term 3 to welcome in our new teaching staff. Well attended by parents and community members.

A Board and Staff get together was held at Scott's and was a great opportunity for Board and Staff to connect with each other.

Policy Review: Governance Policy, Delegations to Principal Policy.

The Board reviewed the Policies and agreed there was nothing to change with the Principal delegation Policy.

Also happy with the Governance policy. Ryan to update the dates on these policies (3)

ERO:

Barrier Free access:

Learners at the Centre: COLA

The MOE has reviewed our financial position and the application for the COLA project (Board funded).

are now working through the process to get the project underway. Procurement exemption has been given by the MOE.

Motion: The Board agreed unanimously to accept the grant offer of from the Otago Community Trust in support of funding for the Covered Outdoor Learning Area (COLA).

Moved: R. Hattingh **Seconder:** S. Oakes **All agreed, motion approved.**

Literacy and Maths Targets:

Public Excluded: Minutes recorded in a separate document - not accessible by the public.

Motion: The meeting went into Public Excluded discussion at 6:36pm.

Moved: R. Fraser **Seconder:** C. Conlan **All agreed, motion accepted.**

Motion: The meeting came out of Public Excluded discussion at 7:01 pm.

Moved: R. Fraser **Seconder:** C. Conlan **All agreed, motion accepted.**

Quality Teaching and Leadership:

Motion: The Board agreed to continue to receive the per student in line with the government donations scheme for 2024/ 2025.

Moved: Craig Conlan **Seconder:** Jess Devlin. **All agreed, motion approved.**

Motion: The Board accepted and approved the Principal's report as presented by Ryan.

Moved: R. Hattingh **Seconder:** S. Sutton **All agreed, motion approved.**

Motion: The meeting went into Public Excluded discussion for a second time at 7:09pm.

Moved: R. Fraser **Seconder:** C. Conlan **All agreed, motion accepted**

Motion: The meeting came out of Public Excluded discussion at 7:25 pm.
Moved: R. Fraser **Seconder:** C. Conlan **All agreed, motion accepted.**

Meeting closed at 7:25 pm

Signed:.....
BOT Presiding Member

Date:.....

Next Meeting Tuesday 17th September