

**VOGELTOWN BOARD OF TRUSTEES**

Care for the land - Care for the people - Go forward

Manaaki whenua - Manaaki tangata - Haere whakamua

**MINUTES - MEETING NUMBER 2**

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| **Date:** | 04/04/2023 | **Meeting opened:** | 6.00pm |
| **Present:** | Jeremy Ogle, Mike Miners, Peta Apperley, Steve Venables, Paul Gibbins, Hemi Coates, Mike George, Lee Newland, Nathan Ransfield | **Apologies:** | Rachel Pretty |

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| **CORRESPONDENCE IN** | | | |
| **DATE:** | **FROM:** | **RE:** | **DISTRIBUTED TO:** |
| 14 March  16 March | NZEI  NPDC | Strike Action  QV Rating Valuation x 2 Jnr & Snr | Mike Miners  Mike Miners/ [Jeremy Ogle](mailto:principal@vogeltown.school.nz) |

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| **CORRESPONDENCE OUT** | | | |
| **DATE:** | **FROM:** | **RE:** | **DISTRIBUTED TO:** |
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|  | **ITEM:** | **PARTICULARS:** | **Forwarded** | **Seconded** |
|  | **Previous**  **New Matters Arising** | **Confirmation of previous meetings minutes:** Ratified to go on website  **Matters arising:**  Security for the school would be great. However it is a huge expense. Jeremy has received quotes from Helrimu and Rob Mason. Costings from both companies is about $30,000, plus you have to get a program to run the software. The Board would like to discuss further as it is a huge cost.  Mr Ogle requested to the board that we advertise for 10 Out of Zone students. These will be New Entrant only. The Board discussed but decided they need more information to back Jeremy's request. This is to be decided at the next meeting. | Jeremy | Mike |
| **STRATEGIC REVIEW** | **Monitoring** | **Strategic Review -**     1. Jeremy went over the Strategic Plan for 2023. He explained the colour coding. Different colours for, achieved and working towards.   We would like to get Teachers using the Seesaw app consistently for each child.   1. The Leadership Team spoke to the board informing them how staff are working towards goals and how they are putting these in place. Overall Vogeltown is doing a great job completing or working towards all their goals to make the children's education work better for them.      1. Syndicate Leaders - Progress and Achievement Plans   Nathan Ransfield - Paetoki Team  Reading - Nathan showed the Board the targets that he would like for his team. 85% target this is priority 4 or above, this is achievable. 11 Children need to to move from lower priority up. Small groups are put in place with a teacher aide or teacher to really focus on each child's reading and pronunciation. 1 Teacher from his team is to start BSLA.  Writing - Writing for the seniors is going well. Not many children are required to move up, however we still have a curve shape graph. The Paetoki children are really enjoying their writing.  Maths - Nathan was upset to see that so many children needed improvement. He is unsure what the reason is but some children just can’t retain the basic formulas for Maths Girls were lower than boys.  Mike George - Huatoki Team  Maths - Needs improvement. Mike felt that the Yr 3 & 4 are the year group that may be affected by Covid-19 the most, with lockdowns and missing school. They have had interrupted foundation year 1 & 2. The Y3 group is always lower at the start as it is such a big jump from the junior side. Yrs 4s seem to be progressing nicely. Moving forward he really likes the idea of the before School Term meeting.  Writing - A large group in priority 3 which will quickly move up. He is very happy with this group. All the children love writing time.  Reading - this is a typical bell shaped curve which will over time with the reading recovery help move the children to where they need to be. Mike felt we were very lucky as Vogeltown has a reading recovery teacher for each side of the school.  Lee Newland - Taranaki Team  Maths - Lee spoke of how observations were the best way of testing the younger children. 7 - Y2 children require help. The teachers are having fortnightly meetings to keep a close eye on the children's learning.  Writing - 75% or above is what we want for our Juniors. Teachers keep it simple but focused. Writing, maths and reading are all discussed in the fortnightly meetings.  Reading - T.A’s take individuals or small reading groups. We have a reading recovery teacher for the Junior side which is wonderful. BSLA is in full use as all teachers are trained. Lee and Adriene help individuals with their early foundation skills.  Laura informed the board that a lot of the children that are behind are transient children so did not start their foundation learning at Vogeltown school.  Attendance also makes a huge difference in children's learning unfortunately some of our learners that are having difficulty don't attend school regularly. Generally, Vogeltown School has a very high attendance rate.  Mike Miners spoke to the teachers about how grateful he is to have such dedicated teachers here for the children. He's pleased we are tracking our lower learners and putting the effort into them. Mike was proud of the hard working teachers and all that they do for the children. |  |  |
| **REGULAR REVIEW** | **Targeted Reporting** | **From Principal’s report -**  Link to Principal’s Report:  [Principals Report](https://docs.google.com/document/d/1_ciEfARtvq4kZKFN1lEiFsqPK7aJE1LcBY2mDsws6BQ/edit)  Roll is at 355   1. Laura Seed is our Kahui Ako Teacher - Across School Teachers met and talked about their schools, attendance, goals and how they see things moving forward. Laura was the first to share her presentation with the group and she showed this to the board members. The group discussed shared goals, views and they could be implemented into each school. They asked “How is this going to improve our school”   The teachers would like to get consistency across the schools. There is a PD budget for these teachers to upskill.   1. Jeremy has submitted the Charter. [Charter 2023](https://docs.google.com/presentation/d/1wsGLsl3MrkUOYjHLCGkBx2v25Iq7SpVaa2g_TTxYlyY/edit?usp=sharing) 2. Our Special Needs children are doing well. Unfortunately Amanda is leaving us but we have enough T.As to cover at this stage. We have employed Kim who is relieving our T.A.s for breaks. 3. Attendance has been good. We have 70% of our students with 90% attendance. Our usual students that have Monday or Fridays off are the same. 4. Reading Recovery - We have employed Kym Jacobs as our Reading recovery teacher for the junior school. We are very lucky to have 1 teacher for each side of the school. 5. Student Attendance - Attendance is good. We have 2 children going to Mind Plus as we can not offer this in our curriculum.   .   1. Formative Assessments - Children results from Term 1 assessments. [Formative Assessments T1 2023](https://docs.google.com/document/d/1oh3fcqJT-yFax379IimKmpRHp4_qsJiDuOXO2Q62INY/edit?usp=sharing) Questions have been asked “Are devices dumping down our results?” We are going to go back to paper tests and reporting to keep this in check. 2. Community Satisfaction Survey - Learning conferences are at the beginning of Term 2. We will ask the same 3 questions with an added few about localised curriculum, cybersafety and NZ History. 3. School Docs - we are looking into the wording of devices and being able to enforce children with watches that can record, be left at the office..   Vogeltown is also changing the wording to: Vogeltown will be responsible for children once they arrive at school.   1. Physical Restraint - Staff will be doing physical restraint training on our Teacher Only Day 24th April. Staff are to do an online module along with a practical training.   Board supports and passes the motion that “Supports management in moving to have staff members able to restrain children if required. Consent given with sign off for each person, two to sign. This will be lead by management”  Staff need good communication around restraint of any child  as staff members can be held accountable through Civil Court Law.  Board members agreed that this makes our staff very vulnerable. Vogeltown is lucky that we do not have many children that we may need to restrain.   1. Next term we will have a new student attending - Mason Galley. He was meant to attend 2022 but with transport issues he only attended for about 3 weeks. He is a Yr 7 but has not attended school for so long that the MOE are keeping him at Vogeltown for an extra year. |  |  |
| **Property Report** | Shane’s Report for the Board.   1. Room 1 - nothing has happened still waiting on MOE to get their side sorted and Insurance to contact us.   2. Cyclical Maintenance - Block A outside is required urgently, however the inside is to be redone which may require changes so we could wait until this is completed. Greg Brown have quoted for the painting $13,500  3. Property Managers Report - Shane has completed the  tasks he was set by Jeremy and Paul. He seems to be happier and the staff have not complained this week.  4. We may need to look into having the senior school fenced as we have a child that will be moving over to our side that is a runner. Unfortunately the MOE may not fund this until he has actually done a runner. Jermey and board are worried he may get hurt.  5. The D Banks (Wizard) is going through the Court system and has hopefully moved on.. Shane has put locks on doors and boarded up any space he may be able to get into.  6. Shane would like to get someone to get the weeds out of the gutter as he can not go up that high.  7. Shane is getting a quote for bark in the playgrounds on the  senior side |  |  |
| **Personnel** | 1. We are advertising for a teacher to take over from Laura Matthews |  |  |
| **Financial report** | 1. Finance reports passed 2. TOI Foundation - $20,000 will be paid to Vogeltown School from the TOI foundation. This is less $10,000 therefore we will purchase less iPads. | Mike | Paul |
| **Health & Safety** | 1. Many accidents dealt with as protocol 2. Restraint training is to happen on the TOD |  |  |
| **Admin** | BOT minutes will be placed on the website, approved | Jeremy | Mike |
| **EMERGENT**  **REVIEW** | **Upcoming reviews** | 1. School Docs review - These are reviewed each meeting |  |  |
|  | **Meeting review** | **How did we go at this meeting?**  All good! Thank you to Jeremy for a thorough report.  **Next Meeting**  Tuesday 16 May 2023, 6.00pm |  |  |
|  | **Meeting closed** | 8.30pm |  |  |