



# Wairau Intermediate School

Board of Trustees Meeting, 22 March 2022 – via ZOOM

## MINUTES

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### Board Members Present

Yolanda East, Principal  
Nicolette Hansen, Chair  
Jonathan Stirling, Parent Rep  
Michelle Webb-Atkinson, Parent Rep  
Natalee Scripps-Hawkins, Parent Rep  
Ryan Pilkington, Staff Rep  
Rachael Findlay-Clarke, Parent Rep

### Also in Attendance

Melissa Jackson, Minute Secretary

### Apologies

Benji Potvin, Parent Rep

### Guest Speaker

Diana Wilkes, PLD Consultant @ Evaluation Associates

## ADMINISTRATIVE

### 1. Introduction

The Board meeting opened at 6.30pm with Nicolette welcoming Board members and guest speaker.

### 2. Guest Speaker, Diana Wilkes PLD Consultant @ Evaluation Associates

Diana explained the purpose of gathering collective voices is to assist with how WIS designs their local curriculum to support learners to experience a broad and rich curriculum in line with the NZC. Below is collected PLD Goals:

- Identify our strengths and priorities through a review/audit of local curriculum, to align with mandated areas.
- Learner profile.
- Clarify with coherent pathways as developed by Kahui Ako.
- Develop a teacher profile centered on effective teaching.
- Strengthen community and whanau relationships within school.

Diana asked to hear the voice of the Board of Trustees, and prompted the following questions:

#### 1. *What is important to learn at WIS, and how would someone walking into the school know that?*

- Relationships, and how to belong in a wider group is important and physically demonstrated with staff and community feel.
- Collaborating, connection with student / teacher. The size of the school makes it unique where you get the sense of the whole child not just striving for excellence.

#### 2. *What makes your school unique?*

- It is a boutique school.
- Classroom block layout opposed to the individual classrooms.
- Smaller school creates a lot more opportunities for sporting, leadership type roles.
- The children are known, they tend to know each other which fosters a feeling of belonging
- All the teachers know the children.

- Teachers feel valued and the Board has worked hard with the new Principal to ensure staff know what is happening.
- Children and teachers bring their whole self to school each day.
- Children feel loved and cared for, having the same teacher and cohort for two years.
- Students talk about how they see the Principal, teachers, how they know their names and feel connected.

### **3. Location, asking the same question – what makes the school community unique?**

- Disadvantageous by the location.
- In between three main primary schools, could work to our advantage but WIS hasn't been seen as a school of choice, always seen as the poor relation. Limited resources, older looking school, smaller budget, doesn't make WIS aesthetical pleasing.
- Harder for staff in smaller schools to immerse themselves as they are wearing multiple hats.
- Don't have the luxury of always being able to employ the additional programmes that the community sees as desirable.
- Do have a diverse rich community that we can draw upon, unfortunately Covid has hindered, but have this on our doorstep. Students are exposed by coming to the school, a good mix of Pasifika and Māori, a great spread and exposure to the student.

### **4. What does having a strong local curriculum at WIS mean to you - The way the school breaths life into the local curriculum?**

- Very strong and unique personalities in the teaching staff and different cultures in the Blocks. Passionate teachers bringing teaching to the classroom.
- A stronger focus on the place to connect to the area, it will give WIS a selling point on the strong curriculum. There are strong Block cultures, but currently developing cohesions within the school.
- Being able to weave the topic through different threads i.e. maths & science, metal wood & maths, vice versa. Having a shared language seeing the explicit connections.

*Diana Wilkes left the meeting 7:15pm*

### **3. Register of Interest**

Nothing was noted.

### **4. Minutes / Actions, BOT Meeting, 22 February 2022**

**MOTION:** The Chair moved to approve the Minutes, seconded by Yolanda East. The Motion passed unanimously.

### **5. Principal's Report**

The Principal's Report was noted, and the following items were discussed:

Yolanda noted there will be a change of wording in reporting from Nag to NELP. It is important to become familiar with the new wording over the next 12 months, as we move towards the new framework in 2023. Over the course of the year, Brenda McPherson will work with the Board to look at obligations with the Treaty, together with staff.

## **Nag 6 : Administration**

**School Camps:** Block 3s camp to Ngawharia has gone ahead as planned. Block 2 camp letters will be sent out this week. Block 1 camp letters will go out at beginning of Term 2.

**Student attendance:** 82%, 8 new cases of Covid, one staff member isolating. Teachers are Covid tired, and Yolanda has asked teachers to schedule a day off over the next couple of weeks; this initiative has been well received.

**Accord days:** 8 days to use, used 3 in 2021 and have 5 to use between now and the end of 2022. Yolanda has proposed dates and will look to use the 8<sup>th</sup> day in Term 4 to support assessments and report writing to acknowledge teacher workload. Yolanda is seeking approval from the Board, tagging dates onto a long weekend.

**MOTION:** The Chair moved to approve proposed Accord Days, seconded by Jonathan Stirling. The Motion passed unanimously.

**MOTION:** The Chair moved to approve the Minutes, seconded by Rachael Findlay-Clarke. The Motion passed unanimously.

### **6. 2022 Strategic Plan**

On track and to be signed off.

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**Action Points:** Nicolette Hansen to sign Strategic Plan and have submitted by end of March.

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### **7. Finance Report**

With the Board funded teacher gone, WIS is looking to make some savings.

### **8. Health & Safety**

New Government mandates will be announced tomorrow (23/3/22). There are three teachers onsite that are waiting to get boosted. Lifting the mandate could cause some conflict with unvaccinated teachers being onsite. Yolanda will touch base with Natalee to discuss further once the Government announcement has been released. The school pays for teachers to have the flu vaccine, and the Board will support this initiative again this year.

### **9. Property Update**

**Field;** There is continued frustration with the field, now a winter project which will need resource consent. There is discussion the works are being pushed out to November, meaning the fields will not be useable until Winter 2023. Yolanda can put in a claim for losses; however it isn't straight forward. It looks like WIS can use Sunnynook Park and Yolanda is obtaining further information on details.

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**Action Points:** Yolanda East to submit claim for loss, incorporating a mini-van, carts for transporting gear to/from Sunnynook Park, money for loss of equipment, loss of income from lack of roll growth, loss of income from rental from groups using the fields

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**SNAGs Block 3;** these have now been completed.

**10 YPP;** Claire Powell visited onsite today and Yolanda walked her through the school to provide a thorough overview of what has come to end of life, particularly pointing out the ceilings, the damp and skylights. Yolanda has expressed when Block 2 undergoes an upgrade, she does not want skylights to be installed. The conditions of Block 4 (Ministry's Block 7) is a concern.

### **Discussion & Review**

**EOY Data Update;** The Board would like to see a bit more detail on the children that haven't quite met standard, why they are not achieving, and what is being done to assist them to achieve. Target students 24/50 made accelerated progress. Yolanda will provide further data for the next Board meeting. The Board would look to have some of this data communicated to school community in the Board newsletter.

**Wilson School Update;** Yolanda met Neil Kefford, Principal, Wilson School, last week at Albany Junior to review their onsite satellite class. If WIS is to proceed, the Ministry will need to review the site as an option. Yolanda is keen to continue to explore the possibility of the next steps, having further conversations. Yolanda would like Board support to proceed with further enquiries.

**MOTION:** The Chair moved to approve Yolanda to go to the next step of discovery around the Satellite school before the Board makes a final decision, seconded by Rachael Findlay-Clarke. The Motion passed unanimously.

### **10. General Business**

- Board Elections have been communicated in the school newsletter. The process will be electronic 5 - 23 September. A returning officer is required.
- Rachael and Nicolette will collect data for the next Board newsletter to school community.
- Focus for Term 2 is to get in-school attendance back up to 90%. Covid has had a huge impact, the vision is to start the term with focus on learning opportunities at school, making it clear home learning will no longer be an option once we move to the orange setting.

There was no other business discussed.

The motion to adjourn was made at 8:45pm and passed unanimously.

The above minutes are true and correct.

Signed: .....  
Chairperson of the Board

Dated: .....

The next Board meeting is scheduled for **10 May 2022 at 6:30pm** Wairau school staffroom.

## Wairau Intermediate School

### ACTIONS from BOT Meeting, 22 March 2022

PERSON	ACTION	DATE REQUIRED
<b>Nicolette Hansen</b>	<ul style="list-style-type: none"> <li>to sign Strategic Plan and have submitted by end of March.</li> </ul>	
<b>Yolanda East</b>	<ul style="list-style-type: none"> <li>school field; to submit claim for loss, incorporating a mini-van, carts for transporting gear to/from Sunnynook Park, money for loss of equipment, loss of income from lack of roll growth, loss of income from rental from groups using the fields</li> </ul>	