

Island Bay School
Board of Trustees Meeting
18th June 2020
7.30 pm

Karakia	To open the meeting
Administration	<p>Present – Devon, Fleur, Deborah, Elizabeth, Anna, Crissie, Tai</p> <p>Apologies from Lizzie</p> <p>In Attendance – Jacqui (minutes)</p> <p>Aaron, Mel, Abbie - 7.30 pm - 8.10 pm</p>
Actions from the Previous Meeting	<p>Actions:</p> <ul style="list-style-type: none"> - <i>Playgrounds - issues still to be fixed</i> - <i>Board members to contribute bios for the website</i> - <i>Deborah and Elizabeth to check new billing against payments.</i> - <i>Tai to feedback to Crissie amendments to Recognising Cultural Diversity Policy (as permitted within the customised sections of our document) & then Crissie to update policy with SchoolDocs</i> - <i>Make changes to wordings to Governance Framework and Covid policy as requested - Crissie</i> - <i>Make changes to budget - Deborah</i> - <i>Plan for charter review to inform 2021 to be presented at the next meeting - Deborah</i> - <i>Revise predictions for the music school income, to take into account of the changes as a result of Covid - Anna</i>
Strategic Discussions	<p>(1.4) TLIF- Teacher-Led Innovation Fund</p> <p>Mel and Abbie were in attendance to present progress on the TLIF project to the Board, along with Jacqui. They discussed their collaboration with three Palmerston North schools and the focus of the project, which is exploring the question, “What are the affordances and constraints of co-designing learning with ākonga and whānau?”</p> <p>Each of the schools has had a different pathway- matrix of learning, conferences for parents.</p> <p>At Island Bay the focus has been on: Student voice, Whānau voice, Personal inquiries</p> <p>This includes using Talanoa - having an open dialogue to seek whānau voice. Some of the project progress has been disrupted by Covid-19, and the idea of a Talanoa with parents will be tried again soon. Talanoa with students has progressed well.</p> <p>Future Goal: Spark projects using processes for learning, schoolwide</p> <p>It was noted that feeding the learning to parents via an inquiry share worked well.</p>
Confirmation of minutes	<p>Correspondence</p> <p>(1.1) May Minutes</p> <p>The Board moves to accept the May minutes with the following changes:</p> <ul style="list-style-type: none"> - 1.3 Policies - change principals to principles - 1.6 change ‘amendments’ to ‘changes to budget’ <p>Moved by Elizabeth, seconded by Fleur. All in favour</p>
Strategic Decisions	<p>(1.2) Policy</p> <p>Review:</p> <ul style="list-style-type: none"> - Employer Responsibility Policy - Recognising Student Achievement Policy <p>The Board agrees to adopt the above policies with the comments that were fed back.</p> <p>Moved by Elizabeth, seconded by Crissie. All in favour.</p> <p>New:</p> <ul style="list-style-type: none"> - Sustainability Policy + Plan <p>The Board asked Crissie and Anna to work on this further for the next meeting.</p>

Action -
Governance Framework
Agreeing on the amendment to 6.3

- Change the wording to say 'all Board members' entitled to claim on the Board fees.
- Crissie will use the wording from School Docs

Moved by Elizabeth, seconded by Crissie. All in favour

(1.3) Audited Accounts

The Board moves to accept the audited accounts and have them published to the website.
Moved by Devon, seconded by Elizabeth.

(1.5) Planning for the charter review for 2021

Deborah presented her work plan for the rest of the year with regard to the writing of the 2021 Charter, which include involvement from the Board..

Things that will be included will be:
Strategic meeting with staff - Sprint meetings in August
Snapshot with the kids
Annual Survey to parents
Focus Groups with children, teachers, community
Discussing the draft with the community before finalising

Next meeting - Deborah will share ideas for questions to include in the annual survey

(1.6) Health and Safety Report

Close monitoring of children utilising the medical room regularly.
Overall, incidents have decreased over the past 4 years.

(1.7) Strategic Aims 1/2/3 Update from Deborah

Things that have been happening in the school:

Strategic Goal 1 - Our Tamariki (children): Giving the voice to the potential of every child

1.1 Seed and grow a 3-year rolling wellness and holistic framework for our school (including Physical, Mental, Social wellbeing)

- Focus on Zones of Regulation (how children are feeling and strategies they use to respond to and manage emotions).
- Teachers are using various strategies to help support children in preparing for learning

1.2 Hack our physical environment to support children's full participation in their learning

- Physical spaces (connected to 10-year property plan)
- Reggio environments - money going into these environments esp for junior school
- Personal inquiries (Spark Projects)
- Mindfulness to lunchtime reflections/restorative practice

1.3 Design and implement a framework that means children are actively participating and designing their learning

TLIF - Continue to work on this

- Talanoa
- Clubs
- Personal inquiries (Spark Projects)

Other notes:

- Staff coaching is continuing
- PLD is quite limited as a result of Covid- but there will be PD from Kath Murdoch via Zoom and Viv Aitken
- Looking into a counsellor through the COL

	<p>(1.8) Planning School Entrance Ilan from the IR Group was contacted by Deborah to come up with concepts for a multi-purpose outdoor space. First concepts were shared with the board.</p> <p>(1.9) Music School Financial update Further work is required to put together an analysis of the financial situation surrounding the music school. Anna will share findings at the August meeting</p>
<p>Principal's Operations report</p>	<p>(2.0) Financial reporting May The Board moves to accept the Financial Report for May. Moved by Deborah, seconded by Crissie, all in favour.</p> <p>Note: decision for when donation notices are sent out to be decided at the next meeting.</p> <p>(2.1) Operations Report Taken as read The Board moves to accept a payment holiday for Kelly Club for the months of May and June 2020. Moved by Anna, seconded by Elizabeth. All in favour.</p>
<p>Other Business</p>	<p>The Board went in committee at 9.40 pm and came out at 9.47 pm. [Devon was absent for this item,, as was Jacqui]</p>
<p>Agenda items for the next meeting</p>	<ul style="list-style-type: none"> - Mid Year Reporting - Annual Survey - discussion of questions to be included - Donations reminders to be discussed <p>Action Points:</p> <ul style="list-style-type: none"> - <i>Playgrounds - issues still to be fixed</i> - <i>Board members to contribute photos for their bios for the website</i> - <i>Tai to feedback to Crissie amendments to Recognising Cultural Diversity Policy (as permitted within the customised sections of our document) & then Crissie to update policy with SchoolDocs</i> - <i>Rework sustainability policy - Crissie</i> - <i>Revise predictions for the music school income, to take into account of the changes as a result of Covid - Anna</i>
<p>Karakia</p>	<p>To close the meeting</p> <p>Meeting closed at 10.23 pm</p>

<p>Opening karakia</p> <p>Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tīhei mauri ora!</p>	<p>Closing karakia</p> <p>Ka whakairia te tapu Kia watea ai te ara Kia tūruki whakataha ai Kia tūruki whakataha ai Hui e, tāiki e</p>
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20 Feb	19 March	21 May	18 June	20 August	17 Sept 24 Sept	19 Nov	10 Dec
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