

JOHNSONVILLE SCHOOL BOARD
Minutes of Meeting held on Tuesday 13 May 2025, commencing at 7pm

“A well governed school accountable to the wider community to enable every student to leave a confident, connected, actively involved, lifetime learner.”

Present: Tania Cohen (TC), Misty Olney (MO), Eugene Lai (EL), Christa Robinson (CR), Siobhán Garrett (SG), Ben Mills (BM), David Lim (DL)

Welcome: David Lim

Apologies: Simon Scannell (SS)

Minutes recorded by: Megan Button (MB)

Item	Discussion / Decision	Person Responsible	Timeframe
1. Administration Karakia and Manaakitanga	Performed		
1.1 Attendance recorded; quorum established	Done		
1.2 Interests are declared	None to declare		
1.4 Recent minutes are accepted	<i>Motion: TC moves that the Minutes from the meeting dated 25 March 2025 are approved. EL second.</i>		
Actions reviewed from previous meeting	Liaising with families re aspirations for their child at school. MO & CR to create something to include in enrolment pack/ transition to school.	MO & CR	Current
	Ka hikitia and tātaiako – TC to give Board a PD session on tātaiako at next meeting	TC	Apr
	Board feedback to be collated and communicated to circulated to families	CR/SG/MB	Jun
	Individual Board Professional Development undertakings to be researched	Next Board	Oct
1.4 Correspondence is shared	<ul style="list-style-type: none"> • Electronic Correspondence – Resignation from the Board from Clare Little via Board Whats App Group. Effective Immediately. <i>Action: TC to organise a farewell gift and thank you card for Clare.</i> • Letter from MOE Employment Relations – Notice to Initiate Bargaining for Primary Principals’ Collective Agreement – TC has actioned and sent to all staff. • Letter from MOE – Confirmation of minor amendment to school enrolment scheme – SEU moving from 12 to 20 students. • Letter from Todd Morton – Easyswim – Proposal of extension of Johnsonville School pool and building. The extension would cut across our driveway which is essential for maintenance vehicles, fire engines etc. Increasing the depth of the pool may also change the necessary teacher/ child ratio 		
Endorsement of correspondence and electronic resolutions		TC	May
		TC	Done
		TC	May

	<p>and pose H&S risks. The pool is a Ministry building and changes would need MOE approval. Action: TC to meeting with Todd and discuss the Board's concerns with the current proposal.</p> <ul style="list-style-type: none"> Electronic Resolution – To co-opt David Lim on the Board to fill a finance skill gap Action: EL to hold an Induction meeting with DL. Action: DL to sign up to the NZSBA website. <p>Motion: EL moves that the correspondence be accepted. BM second.</p>	<p>EL/DL DL</p>	<p>May May</p>
<p>2. Monitoring 2.1 Student Achievement</p>	<p>Staff are working hard with the new curriculum, new assessments and expectations around these. New reports/assessment in the future - we have some tools but not all – this means reports and comparisons in the future will be slightly different. Staff are very focused on student achievement and have processes in place to track students, especially students of concern (Johnsonville School OPJ tracking doc and other work around this).</p> <p>PAT Maths</p> <ul style="list-style-type: none"> MOE teacher only days to support the new curriculum (2 x days in 2025, 2 x days in 2026) Continue with using PR1ME maths A new system may be implemented in Term 4 and we won't have comparable data. There will not be effective tracking until there is a baseline (possible 2 years or so). <p>PAT Reading</p> <ul style="list-style-type: none"> First year of online testing in reading Large cost to school from NZCER but feel that it does give useful information for now Employment of specialist teacher has helped target some students Emphasis on leaders and teachers using data to inform teaching and learning and to have clearer benchmarks Specific testing e.g. PAT contributes to an overall picture it doesn't not give a certain result. <p>Māori & Pasifika</p> <ul style="list-style-type: none"> Less teachers are taking part in Te Reo Māori PD this year due to changes in the curriculum and new learning expectations from the government. Teachers continue to be committed to Te Reo Māori Tautoko recommendations and ensuring we have realistic but high expectations for ALL students, especially students in these groups. 2026 integrated topic to focus on Matariki to put this at the forefront again. Tentative Matariki booking at Te Papa for the whole school made for 2026. 		

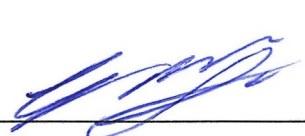
	<p>Teachers are trying their best to instruct in Te Reo as much as possible and are very grateful to the Board for their support. More Te Reo signage to be added to the school grounds once the joinery projects are complete.</p> <p>Motion: TC moves to approve the Student Achievement Reports. BM second.</p>		
2.2 Annual plan implementation progress is updated and discussed (Principal's report)	<ul style="list-style-type: none"> • The school roll is down from this time last year – currently at 348 • School is not currently meeting the Government target of 80% attendance • Long overseas holidays by some families are affecting attendance and student achievement data. TC noted we are doing all the key things require by MOE • New school map – this was created by a parent who is a Graphic Designer and is being made into 3 signs – one for each entrance of the school. <p>Motion: TC moves that the Principal's Report be accepted. BM second.</p>		
2.3 Students, staff, volunteers, and visitors are safe and well, and the board is a good employer	<ul style="list-style-type: none"> • MO noted that Covid numbers have increased again • Recent Wellington weather storm – this was managed well e.g. we stopped movement of children within the school and parents could pick up children early to stop traffic congestion at 3pm • A parent has since cut down dead trees on school property that were identified during the storm • Thank you to the Board for paying for staff flu injections again this year • Fire alarm was set off accidentally by a student – a cover has since been installed over the button to prevent this happening again. 		
2.3 Property projects are being effectively delivered (Property Committee report)	<ul style="list-style-type: none"> • Fencing at the front of the school completed during the holidays – awaiting vehicle gates • Sandpit shade sail and cover have been installed • Asbestos survey carried out in Term 1 holidays - report has not yet been received • MOE has approved full cost of asphalt replacement on top court 		
2.4 The board is financially responsible (Finance Committee report)	<p>Motion: DL moves that the financial accounts as 31 March 2025 and 30 April 2025 are accepted. BM second.</p>		
<p>3. Strategic Decisions and Discussions</p> <p>3.1 Policies and procedures up for review</p>	<p>Office Manager Nicola Hunter has revised the following policies and has advised we are doing everything necessary.</p> <ul style="list-style-type: none"> ○ Planning and Preparing for Emergencies, Disasters, and Crises ○ Communication During and Emergency, Disaster, or Crisis ○ Emergency Closure <p>Motion: TC moves that the above policies be accepted. BM second.</p>		
3.2 Board elections	<p>BM has drafted promotional material about joining the Board which includes a template for current Board members to use to write about their own Board experiences. TC suggested we send our fortnightly emails (alternate to the newsletter) from the Board to attract new members.</p>		

	<p>Action: MB to create a promotional schedule and circulate to the Board</p> <p>Action: Board members willing to write their blurb should email to MB for circulation. SG & CR to provide the first two items.</p> <p>Action: MB to give DL access to the Board Drive</p>	MB ALL MB	May May/June May
3.3 Term 3 & 4 Out of Zone Ballot	<p>TC would like to do an Out of Zone Ballot for Term 3 & 4 2025 to include:</p> <ul style="list-style-type: none"> • 10 x Year 0 spaces and • 3 x Year 0 students for Korowai <p>Motion: TC moves to approve the Out of Zone Spaces. BM second.</p>		
3.4 Engagement calendar	Plans to hold the next Hui-ā-Whānau close to Matariki with a steam cooker hangi. Date TBA.		
3.6 Board Professional Development Plan	<p>Board Professional Development plans are deferred for the next Board to set their own individual PD plans once inducted.</p> <p>Action: DL may wish to investigate his own PD</p>	New Board	Oct
4. Administration 4.1 Agreed Public Excluded Business	None to discuss		
5. Additional items:			
Confirmed Actions Meeting closed: 9.00pm	<p>TC to organise a farewell gift for Clare</p> <p>TC to meeting with Todd and discuss the Board's concerns with the current proposal</p> <p>Action: EL to hold an Induction meeting with DL</p> <p>Action: DL to sign up to the NZSBA website</p> <p>MB to create a promotional schedule and circulate to the Board</p> <p>Board to send promotional blurbs via email to MB for circulation. SG & CR to provide the first two items</p> <p>MB to give DL access to the Board Drive</p> <p>Action: DL may wish to investigate his own PD</p>	TC TC EL/DL DL MB SG/CR/MB MB MB	May May May May May May/June May May

Next Meeting:

7pm, Tuesday 17 June 2025

Eugene Lai, Presiding Member: _____



Date: _____

17/6/25