



FRUITVALE SCHOOL BOARD

MEETING THREE

Wednesday 27 MARCH 2024

Fruitvale Staff Room

40 Fruitvale Road
New Lynn
Auckland 0600
Phone – 09 827 2752
Email - office@fruitvale.school.nz

1. **Meeting Opened** 6.04 pm
Karakia William Brown
Present Poata Eruera (Chairperson), Donal McLean (Principal),
Denise Hall (Treasurer), Janelle Callaghan (Staff Representative),
Tracy Ogden-Cork, William Brown (via Zoom) and Kreepa Rai Shrestha
Minute Taker Denise Hall
2. **Apologies** NIL
3. **Chairperson Introduction**
Part 1
 - a) This is an introduction in 2 parts tonight. Part 2 will be delivered after our guest speaker.
 - b) Welcome to our deputy principal Bridget Dadley. We do appreciate your giving up home time to present to our board tonight. I give you the floor.Part 2
 - c) May I ask of board member's that if they want something added to the agenda that they provide details to me no later than the Wednesday before each board meeting. Thank you.
 - d) This concerns the RTLB lead school application. I accept fully my memory lapse and will explain further in Agenda 7 later in the meeting.
 - e) While there is a lot of new projects happening under the BOT umbrella, I remind our members that our priority is first to our Tamariki and then to our staff and community. I do understand if our newer board members may find some of this overwhelming. If so, I am more than happy to have one on one discussion for any clarification needed.
 - f) We have a lot to discuss tonight so let's get on with it.
4. **Deputy Principal, Mrs Bridget Dadley – Student Assessment and Analysis**
A very informative presentation by Mrs Dadley to the BOT. A few extracts from that are:
What assessment do we use?
OTJ overall teacher judgement- a triangulated assessment tool, through observing, conversing and gathering results
PATs Progress Achievement Tests – a series of standardised tests developed specifically for use in N.Z.
Jam and Running Records – in the junior school
Eastle online tool to assess students' progress in writing from Y1-Y10

Why do we use these tools?

To inform our teaching, setting goals for students and reporting to parents, BOT and MOE.

Why did we introduce PATs?

Data is instant, can be done in small groups or whole class, shows what students can do independently and gives whole class data as well as individually. The data assists in giving a bigger picture of what might be going on for the student. Mrs Dadley can add into term planning if needed by analysing areas of concern and strengths and to ensure junior teaching are covering any gaps, areas of concern and strengths.

With the review of our data collection systems this has shown:

Our students' learning progress is in line with other children in NZ.

Our teacher's OTJs were more accurate in reading than maths.

According to the PATs there were adjustments made to 30 student's levels.

Dyslexic students can be recognised more readily and adjustments within the system to accommodate can be made.

Thank you Mrs Dadley for informing the BOT, much appreciated

5. Minutes of the previous meetings dated 19 February and 13 March 2024

Members have read the previous meeting minutes.

Motion: That the minutes of the previous meetings dated 19 February and 13 March 2024, be accepted as true and correct.

Moved: Janelle Callaghan

Seconded: Kreepa Rai Shrestha

Passed: Unanimous

6. Matters arising from these minutes.

As shown under 'Actions from this and previous meeting/s'

7. B.O.T.

Financial Summary – December 2023

Working Capital as per 2023 Annuals is \$415,874

Includes a deduction for special reserves for F.F.C. of 41,768\$

Operating Position is at 100% Income 115% Expenses 118%

Banked Staffing PP24 is **minus \$22,770**. This time last month was minus \$35,552

Mr McLean updates the BOT regarding Banked Staffing regularly.

We currently have Term Deposits amounting to \$201,462

Fruitvale School's Year to Date is a surplus/**deficit** of \$83,415 against original deficit budget of \$29,905.

Motion: That the December 2023 Financials be accepted and approved.

Moved: Denise Hall

Seconded: Donal McLean

Passed: Unanimous

Matters Arising from December 2023 Summary - Nil

Financial Summary – January and February 2024

Projected Working Capital for December 2024 is \$317,371

Includes a deduction for special reserves for F.F.C. of \$41,768

Operating Position is at 17% Income 18% Expenses 16%

Banked Staffing minus \$363. This time last year was minus \$22,770.

Mr McLean updates the BOT regarding Banked Staffing regularly.

We currently have Term Deposits amounting to \$200,000.

Fruitvale School's Year to Date is **surplus**/deficit is \$50,763 against a deficit budget of \$97,026.

Motion: That January and February 2024 Financials be accepted and approved.

Moved: Denise Hall

Seconded: Tracy Ogden-Cork

Passed: Unanimous

Matters Arising from January and February 2024 Summary - Nil

RTLB EOI document - Chair

Our board chairperson, Mr Poata Eruera spoke of his lapse of memory error, that it was the previous BOT parent members (Bex Bennett and Nic Woolford) and not the current new BOT parent members Tracy Ogden-Cork, William Brown and Kreepa Rai Shrestha who were involved with the RTLB EOI (Expression of Interest) dated Monday 4 July 2022.

Mr Eruera diligently went through those processes with all current board members at this meeting.

- Meeting 4 July 2022 EOI. Principal in self-isolation before application was signed off.
- An extension of time was granted
- A Special Meeting dated Monday 11 July 2022 (Mr McLean not present) was held by the BOT. Minutes of the July meeting are on file. The board raised very relevant concerns of how this would look for Fruitvale School with emphasis on staff's well-being and work load, especially Mr McLean's leadership at Fruitvale, Senior Management and Administration staff of the RTLB Cluster 6. All those involved including Mr McLean reassured the board of all concerns raised.
- A letter dated 12 August 2022 received from MOE advising BBI were successful for RTLB Lead School.
- RTLB EOI document - resubmission of EOI December 2023
The previous application was resubmitted and approved via MOE letter dated 13 March 2024.
- The handover of the lead school role will take effect on 12 June 2024.
- Mr McLean reassures the current BOT of the concerns raised in July 2022.

Motion: That this current Fruitvale Board of Trustees supports and approves the RTLB EOI application and accepts the role of MOE's confirmation of being lead school of Cluster 6 effective on 12 June 2024.

Moved: Poata Eruera

Seconded: William Brown

Passed: Unanimous

Whakaora Subcommittee Report

Tracy Ogden-Cork gave an update.

Great to be a part of the two recent workshops, 'Co design process and Mauri ora Compass' and the forward thinking of the community who attended. Came away encouraged with the creation of FoF.

'Friends of Fruitvale' on the basis of being able to put a submission on long term planning. Pepe - funding application to generate enough interest to rebuild the community around the school. Consideration in covering the outside stage, a strategic decision. The core group to support. DENZ momentum – positive energy. Tracy and Donal to continue their collaboration and report back to the BOT as and when necessary.

8. Principal's Report

Mr McLean spoke in reference to his report – March/April 2024 Report.

Curriculum

Māori Tool Box favoured, Adventure Skills underway as and when opportunities arise and when resources are made available.

Integration of Maths, Reading and Writing inside all subjects are happening.

Term 2 Topic is PLAY – construction – Matariki with RTLB (Resource Teachers Learning and Behaviour) and TKA (Te Kawerau a Maki).

Roland (Mr G) full time employee

Document and Self Review

30 May – Kotuitui joint day TOD

MOU, TKA and Charter to be signed off

2023 survey – how do we respond as a BOT and SMT.

Motion: To approve a sub committee comprising of Janelle, Kreepa and Denise to analyse and present recommendations on the 2023 survey comments by our community, reporting to the BOT at the next meeting.

Moved: Kreepa Rai Shrestha

Seconded: Denise Hall

Passed: Unanimous

Amanda Douglas is our new ERO partner

Zoning – discussed how best to manage this in to the future

SchoolDocs updated policies for our cellphones, one hour of math, reading and writing.

Have updated the strategic, charter and annual plans

- Auditors due today Wednesday 27 March 2024.
- Analysis of Variance

Staffing

Fully staffed. Looking to employ two new teachers, one BT for NE, the other, immigration accreditation to employ is required. NMT - Training for Donal, Shirley and Bridget has commenced.

Finance - Refer to No. 7 – BOT.

Property

Pool cover investigations still underway. Painting completed. Process begun for 10YPP - hopefully signed off by July. Roofs to be repaired and painted – should last another 10 years.

Quotes for astroturf at \$30,000.

RTLB Cluster 6 now under the circle of influence and governance of the BOT of Fruitvale School

Health and Safety

A study of the Tornado is underway.

General

Whakaora process needs reviewing

RTLB

- the recruitment and resignation of staff.
- that all staff have job descriptions and are being appropriately inducted.
- Governing and Managing RTLB Clusters, <http://rtlb.tki.org.nz/>.
- that all staff are employed under the appropriate collective agreements or individual employment agreements.
- the process used and general information about matters such as conduct and competence processes, teacher practising certificate renewals, and professional development for RTLB that contribute to improved outcomes for students.
- matters relating to the health and safety, and well-being of this specialist group of staff irrespective of what school they are working in.

Motion: That the Principal's March/April Report be accepted and approved.

Moved: Donal McLean

Seconded: William Brown

Passed: Unanimous

Matters Arising from current Principal's Report

As discussed throughout.

9. Correspondence

Inwards RTLB – MOE letter dated 13 March 2024
Auckland Council letter dated 28 February 2024 – ACG – R4023

Outwards D Norton's leave response 19 February 2024

Moved: Tracy Ogden-Cork

Seconded: Janelle Callaghan

Passed: Unanimous

10. General Business

Assurances separate from Principal's Report

The Principal assures the board that;

- the strategic plan is submitted to the Ministry of Education by 1 March.
- the annual implementation plan for the current school year will be published to the community after the March BOT meeting.

- that annual financial statements have been sent to the school auditor by 31 March.

The Principal assures the board that;

- identified hazards are being monitored/controlled (including risks to student safety and wellbeing) and that measures are being re-evaluated to check their adequacy. This includes sun protection and EOTC activities.

The Principal assures the board that;

- there are emergency plans in place that provide emergency and evacuation procedures. Confirm that planning and procedures are up to date and in hard copy, and emergency supplies are checked and up to date and that trial evacuations are scheduled to be completed every term.

Learning Support

The Principal assures the board that;

- teachers of students with learning support needs have a sound understanding of student needs, and systems are in place to support these students.

Health Education

The Principal assures the board that;

- at least once every two years, a consultation with the school community has occurred, and a statement on the delivery of the health curriculum has been adopted.

Safety Management System and Worker Engagement, Participation, and Representation

The Principal assures the board that;

- the school safety management system aligns with board duties under the Health and Safety at Work Act 2015, including ensuring the safety of workers, providing a safe environment for workers and other people at the school, and minimising risks to health and safety.
- workers have had the opportunity to participate in improving workplace health and safety.

Healthcare (also see subtopics)

The Principal assures the board that;

- policies and procedures relating to first aid, recording and notification of accidents, and managing, administering, and recording medication are up to date and implemented correctly.

Digital Technology and Online Safety

The Principal assures the board that;

Digital Technology and Online Safety policies to promote internet safety and prevent bullying are being implemented correctly.

Moved: Poata Eruera

Passed: Unanimous

Summary of Student's Data dated 23 March 2024

Ethnic One Student Data

Ethnicity One	No. of Students	Percentage of Students
NZ European	96	28.2
Indian	58	17.1
Samoan	47	13.8
NZ Māori	41	12.1

Ethnic Two Student Data March 2024

Ethnicity Two	No. of Students	Percentage of Students
NZ Māori	6	1.76
No Entry	275	88.88

First Language Student Data March 2024

First Language	No. of Students	Percentage of Students
ENG – English	204	60
HIN – Hindi	28	8.2
SAO – Samoan	21	6.2
PAN – Punjabi	8	2.4

Zoning Status Data March 2024

Zoning	No. of Students	Percentage of Students
INZN – In Zone	196	57.6
OUTZ – Out of Zone	143	42.1
NAPP – Not Applicable	1	0.3

The Chair moved “that in terms of the Local Government Official Information Act 1987 the public be excluded from the meeting because the Board wishes to discuss matters relating to (student’s discipline and personal staff matters) and discussion of these matters in public would infringe the privacy of a natural person under Section 9 (2) (a) of the Official Information Act 1982.

Board Meeting Closed: 7.56 pm

10. In Committee Yes /No In Meeting Opened/Closed: 7.56/8.16 pm

Next Meeting: Monday 27 May 2024 or TBA

Actions from this and Previous Meeting/s

On Hold

- a. Junior Sandpit in covered space – will try 10 YPP

Ongoing

- b. Mr McLean with PSN – continuing relationships
- c. Hui – Poata plus Fono - William – separately early 2024
- d. Fruitvale Road stone wall – Mr McLean and Tracy Ogden-Cork – install better judder bars

- e. School Planning and Reporting (Te Whakangārahu Ngātahi)
- f. Awaiting architect sketch plans for the earth build – in Donal’s report a lot of progress
In Progress
- g. Swimming Pool

These Minutes dated 27 March 2024 were
ratified by the Board of Trustees on
~~27 May 2024~~ or date TBA

Poata Eruera
BOT Chair

27.05.24