

MSWA Minutes

Date: 20th Feb 5.00pm

Opened: 5.10pm

Place: Jack Ralston House, Lincoln Road

1 Administration

- 1.1 **Welcome-** Warren Cook (opening prayer)
- 1.2 **Present** – All - Karen Poole (KP), Sue Dow (SD), Warren Cook (WC), Lulu Tiapapa (LT), Kate Rooney (KR), Katrina Worth (KW)(Secretary)
- 1.3 **Apologies:** Nil
- 1.4 **Confirmation of previous minutes/minutes**
- 1.5 **Declaration of Interests**
New form to sign KW
- 1.5 **Correspondence:** Verify previous minutes/action points KP

2. Strategic Decisions

- 2.1 **Set dates for 2023:**
All KP, SD, WC, LT, KR agree twice a term
Second scheduled Monday 3rd April 2023 5.00pm
Confirmed dates-adjust if need to change at later date

3. Strategic Discussions

- 3.1 Priority is the learners, based off the data attached WC, SD
Main focus of acceleration of learners is Eastle data
Quality of teaching and learning most important and need to look at what strategies are being used to accelerate the learning SD
Start with Strategies
Testing now, very low Eastle for when students enter, In 6 years what have they done? WC
Need
 - Process - Clear plan/assessment including project work, how many tasks WC
 - What support needed , WC to let us know what he needs from the BOT
Could present as the same as Eastle
Similar process to track using excel , aim to improve quality of teaching and learning is the strategic goal as a Board we will focus on
What are key focus goals for the whole year for students
70% below their achieved goals, focus on key objectives
Literacy/Numeracy across all subjects – most gain is in literacy
What is the value added, looking for improvements and progressions
Focus on literacy to focus on numeracy
Senior management responsible for – Analysis and Progression . need to ensure this is being completed.
Only record tasks that have been completed WC
Review projects Regularly WC
Converse with Wendy (SAMS) about progression WC
Our aim is to prepare them to all be at level 5, to wherever they go

Strategic objective to form action plan
Improve data collection, teaching and learning strategies
(compare with SAMS) and help one another

4. Monitoring

- 4.1** Eastle data term 1 – below, term 4-below
Main graph-students are moving forward
Only suggesting- which students have improved SD
Villa Teachers/analysing – outcome between one another, what works and what doesn't
Eastle could be used in villas – what skills they need to learn SD
-look at data and target
-common fault/common need across subjects
-get collaborative work happening
Free Eastle P.D at the moment for teachers WC,KP,LT
- 4.2** Why students have left
measure for last few years have been hard. – monitor often and follow up
Academic Managers follow up students who have not been coming
- 4.3** Dates-confirmed-adjust accordingly if needed
- 4.4** Move to approve of review – the governance policies WC second by KR
- 4.5** Financial
KP arranged with KR – discuss if needed in future
- 4.6** 2023 – current deficit but working through this and currently not concerned, will keep board up to date
- 4.7** **HR**
Staff reasons for leaving always evaluated
Consider exit interviews – questionnaire, feedback, KR.

AOB Meeting payments \$55.00 per meeting, payments have been made

5 Identify Agenda Items for Next Meeting

Strategic plan for maori /pacific island students LT
Q.1 financial Report KP
Principal reports WC
Policies for review WC,KP,SD
Feedback for progress/achievement WC
School roll KP,TC

6. Meeting Closure 6.13pm

- Documents sent out 1 week before Board meetings
- 6.2** All documents to be in one week before, and sent to Board.
SD closing prayer

Summary of Action Point

Action Points updated

New Action Points are in red

Action Point	Responsible	Due Date	
Conflict of Interest declaration signed	KP,WC,SD,KR,LT	24.02.2023	
Q.1 Financial report	KP	Next meeting	
Principals report	WC ,	Next meeting	
Policies for review	KP	Next meeting	
Feedback for Progress/Achievement Plan	WC	Next meeting	
Exit interviews, questionnaire, feedback	WC	Next Meeting	

IMPORTANT DATES:

New Parent evening – 27 March 2023

Pacifica Fono – 1 April 2023

BOT Meeting – 3 April 2023

School Photos – 14 April 2023

BOT Meeting – 12 June 2023

BOT Meeting - 14 August 2023

BOT Meeting – 16 October 2023

BOT Meeting – 20 November 2023

Prize Giving – 12 December 2023