



Colwill School Massey Board of Trustees Minutes

Date: October 22nd 2024

Time: 1:30pm

Location: School Meeting Room

Facilitator	Lutila Kalolo (Presiding Member)	Rob Taylor (Principal)	Rob Taylor (Minute Secretary)
Attendees	Lutila Kalolo Elizabeth Tafua Sean Breeze Marlene Synodinos	Rob Taylor	Rob Taylor

Administration Matters.

Lutila welcomed everyone to the meeting.

Actioned By	Action Points	Completed By
Rob/Lutila	Discuss MOE enrolment scheme and how to discuss with the community	Ongoing
Board	Health curriculum consultation –	DONE
Rob/Beata	Follow up on reading recovery funds owed	Done
Rob	Send AstroTurf quote to Heather to look for funding	DONE
Rob	Confirm Health Delivery Statement	DONE

1.1 Confirmation of Minutes – September 2024

The Minutes were confirmed.

1.2 Errors & Omissions

No changes.

1.3 Declaration of Interests / Members Interests

Lutila declared declaration of interest as her daughter is on staff in a fixed term TA role for the remainder of this school year.

1.4 Correspondence In/Out

All correspondence circulated to the Board. (emails received and sent to Board members)

2.1 Board Task Checklist

No discussions or update.

3.1 Building Report

As per principal's report.



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Roll	as at start of 2009 =	Base Roll	= 300
	as at start of 2010 =	Base Roll	= 280
	as at start of 2011 =	Base Roll	= 246
	as at start of 2012 =	Base Roll	= 236
	as at start of 2013 =	Base Roll	= 202
	as at start of 2014 =	Base Roll	= 223
	as at start of 2015 =	Base Roll	= 225
	as at start of 2016 =	Base Roll	= 228
	as at start of 2017 =	Base Roll	= 209
	as at start of 2018 =	Base Roll	= 195
	as at start of 2019 =	Base Roll	= 199
	as at start of 2020 =	Base Roll	= 200
	as at start of 2021 =	Base Roll	= 198
	as at start of 2022 =	Base Roll	= 177
	as at start of 2023 =	Base Roll	= 211
	as at start of 2024 =	Base Roll	= 243

Roll at 17-10-24 = 263

Leavers since the start of 2024 = 30

New Enrolments: 2024 = 97 new enrolments to date

1: Curriculum, Assessment, Maori Community Consultation.



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The new English and Maths curriculums are being fast-tracked by the Government. Maths programme has been chosen and approved. MATHS NO PROBLEM

2: Self-Review, Strategic Planning, Reporting to Parents and students on individual progress, School Scheme & Curriculum Statement *Documentation.*

- Currently Parent members complete enough to form a board. 2 more positions to fill. To be decided how this will be managed. We currently have (3) No election held. (Pending). Discussion required. If a board member cannot physically attend a meeting, we will phone or zoom in to ensure we have a quorum so that the meeting can go ahead.

Policies requiring a review term 4:

Attached for your attention:

- Finance and Asset Management Policy
- Managing Income and Expenditure
- Financial Conflicts of Interest
- Asset Management and Protection

Personnel; *Appointments, Performance management, Professional Development.*

- We are currently advertising for 3 new teachers for the 2025 school year. Our provisional staffing roll is 294.

4: Finance & Property

Finance:

October - 2024 Commentary Report will be tabled.

We will be working on our draft Budget for 2025 ready to approve at our November meeting.

Property Updates:

Our 10YPP board approved version has been sent to the MOE for processing. Still waiting for final MOE approvals.

Hall Update: Ongoing.

Update at meeting. Kitchen counter window shelf repair was unacceptable and has been removed ready for full replacement.

Rebuild Update:

- Discussed all outstanding issues at our meeting – Principal is still working through defects process.



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5: Health and Safety

- Our Year 8 students have an exciting opportunity for a 2-night camp organised through the Blake Foundation! This camp includes swimming, snorkelling, bush walks, and a variety of fun games. A total of 21 students and four adult supervisors will be attending, with additional support from the Blake Foundation staff. There's no cost for students or the school, aside from transportation. It's a fantastic opportunity for students to connect with nature, build friendships, and create lasting memories! This is a repeat of last year's camp. The camp is located in the Leigh area, with staff and students staying at the Whangateau Holiday Park

The Board unanimously approved and signed off on this camp.

- We are opening our new playground for student use.

International Student Report:

Code review done.

Sick Bay Log: 2024 (21-9-2024) (17-10-2024) 22 sick & 35 were for administering parent approved medications.

- Report giving number of suspensions, standdowns and physical restraints for 2024.

6 x stand-downs to date

No suspensions to date

No physical restraints

6: Legislation:

Nothing new to report

7: Charter.

Sent to MOE before due date

8: Analysis of Variance

Sent to MOE before due date



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General Matters

A discussion was held about the Rainbow crossing applied by contractors under the direction of the MOE and the rebuild project team, at the entry to the school as a method of dealing with the underlying defect of cracked concrete.

There was a range of opinions discussed and shared openly and honestly, which took into account the potential reported feelings of some school community members around the appropriateness of locating a Rainbow crossing at the school.

The principal clarified that the decision to do this was made by the project team and not the school.

One board member remained opposed to keeping the crossing while others felt less worried about it being there.

The staff trustee proposed the following statement for the board to consider:

“At Colwill School, we affirm that the rainbow crossing is not intended to represent any specific group, including the LGBTQ+ community. However, even if it were perceived as such, Marlene Synodinos emphasizes that it aligns with the New Zealand Human Rights Act and the Teachers' Code of Professional Responsibility, which uphold non-discrimination, including on the basis of sexuality. Our focus remains on fostering an inclusive and respectful environment for all.”

The board will need to proceed with caution within its role in dealing with this matter so as not to position the school in a legally or ethically compromised position.

The principal's main concern is whether or not the solution of covering over a defect in the main entry with a thin colourful membrane will provide the long term remedy required.

Report prepared by

Rob Taylor – Principal

Addendum:

Meetings I am expected to attend,

NW Principal's Cluster - President of this group of 32 schools)



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Cluster co-ordinator for our visual arts exhibition, cultural extravaganza, and variety concert.

WAPA – Member of the Exec

APPA – Now on the Exec Council.

Meetings with MOE Senior Advisor,

Professional Growth Cycle Meetings – Kahui Ako Team

NZEI; Principal's Reference Group Meeting – West, Central & Manukau combined

Board Presiding Member and Principal meetings – fortnightly or as needed.

NZEI Principal's meetings

RTLB liaison meetings

Meetings with MOE Property personnel and school architects.

Meetings with project manager – school 5YA property projects

SCHOOLED – School's Accountants

MOE ZOOMS

Truancy Service Governance Group

Conferences:

- February 28th – March 1st: Wellington. Education and the Law Course -
- Friday March 22nd NZPF MOOT Wellington
- June 19th – 22nd APPA Conference Taupo
- July 6th – 12th: Melbourne, International Thinking Conference -I COT
- August 10th – 16th Rarotonga: Principal's Wellbeing Retreat

Next meeting: Tuesday, 26th November 2024 at 1.30pm.

Presiding Member
Signature

Principal
Signature



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Date 26 / 11 / 24

