ST MARTINS SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING HELD 11 August 2026

Unless either the Presiding Member or the Principal is notified of any concerns regarding these minutes by the next Board meeting, they will be distributed to staff and committees and will be available for the school community to read in the school office and on the school website.

PRESENT AND APOLOGIES

Present: Joseph Hampton, Leanne Parnham, Oscar Adams, Kurt Straker, Gareth Sleeman, Celia Hogan, Kate Thomson
Apologies: none
Attendees: The Maths teaching team: Alice Denley, Sharon Rodgers, Chantal Ward, Helen Norcliffe, Jarad Pateman
Meeting opened: at 6.00pm by Joseph Hampton

CONFLICT OF INTEREST REGISTER

None

TEACHING REPORT - MATHS

Presented by the Maths Team: Alice, Helen, Chantal, Sharon, Jarad.

Introduction

The Teaching report is focused on the students and achievement data. Smart data is not covered in this report.
This report is structured by the following focus areas;

- Explicit teaching grading
- Resources to add to those provided by the MOE
- Supporting girls achievement
- Cultural responsiveness
- Comparisons to previous years data (keeping in mind this is new curriculum)

Chantal discussed the following topics in achievement statistics and assessment across the school;

1. Gender disparity in maths achievement
   - 2022 - 6% difference between girls and boys
   - 2023-24 - on par with each other
   - 2025 - present - bigger gap between girls and boys. Boys reaching proficient more often/faster
2. Whole school focus on assessment - Smart tools & jams align with the new curriculum, looking for some more resources to use to assess against the new curriculum
3. E-Astle does not align with the new curriculum, therefore not used for assessment

Highfliers

Highlight

- Yr 7s - lower tier doing maths earlier in the day = more engaged
- Explicit teaching working well with lower tier
- Cantamaths won by SMS, yr 7 team came third

Next steps

- Lifting the girls achievement
- Finding ways to extend those who excel in maths, to keep them engaged
- Understanding through reading to the lower tier learners

Navigators

Highlight

- Overall happy with achievement data results for the year 5-6

- Increase in achievement from last year to this year (at or above in 2025 was 65%, this year at 85%)
- Involving more fun into learning, maths games
- Implementing PD into teaching (Rob Profit)

Next steps

- Focus on moving consolidating students to proficient now that we have a better understanding of curriculum

Discoverers

Highlight

- Great having 5 classes this year because that allows 2 x year 3, 2 x year 4 classes and an extension maths class. In turn has created an ability to deliver a focus on broadening the foundation of learning custom to the ability of the student.

Next step

- Improve place value and decimal learning for 3-4 years. As the new curriculum is very in depth, it hasn't allowed for much time to focus on this area
- Looking at the Oxford platform improvements to see where it can be implemented

Explorers

Highlight

- Use a broad range of resources and variety of hands on materials for the younger students
- Real world ways of understanding maths
- Utilising Rob Profit training PD learning
- Reading to students and teacher support in learning, followed by independent learning
- Some pre-schools build a foundation in maths and teachers can then gage ability with testing

Next steps

- Implementing a girls maths club (age) to help with raising achievement, build the foundation. Making it fun will help with maths anxiety and build student confidence.

Overall next steps / follow up discussions in Maths delivery

- Lifting girls achievement - Tracking the results of girls' achievements using HERO.
- Changing the fixed maths mindset - research shows that children have a fixed mindset when approaching maths. We plan to educate in creating a more growth mindset so that students understand that everyone can improve their skills in maths
- Education for parents to support growth mindset, including continuing learning at home

Discussed homework - targeted and as required for individual students. It can become stressful for families if delivered to all students without purpose.

Maths acceleration programme

We are funded for a maths acceleration programme in 2026

- Yr 3-6 students, 12 weeks, 4-5 students. Students who are on the cusp of learning level
- Intense 30min sessions with hands-on learning.
- Opportunities to share and learn from each other in small groups
- Feedback from parents has been positive
- Moved 10 of 19 to consolidating level
- Programme is quite prescribed but has some flexibility which can be applied to individuals based on what we know of those students learning ability
- Penny - supporting a group of year 8s to get them ready for highschool
- Hopefully will be funded again in 2027

OTJ (overall teacher judgement)

- Defined by a combination of teacher observations, student bookwork, and working alongside HERO data which is used to grade achievement and build up data over time
- Teachers moderate; attend PD and converse around the new curriculum to ensure they are all using the same grading criteria for consistent outcomes
- Teachers use different assessment tools to backup OTJs
- Exploring snapshots

Planning for 2027

- Request for future maths PD with Rob Profit - look at budget/cost (Rob can come in an take lessons in class)

MATTERS ARISING FROM PREVIOUS MINUTES Discussed the action list from the previous meeting. No edits	none

RECEIVE & APPROVE MINUTES OF THE PREVIOUS MEETING

Received: Joseph
Approved: Leanne

CORRESPONDENCE

- Funding Resolutions to pass - Turf - pausing submission until we have more in-depth quotes done
- Signings for PM

PRESIDING MEMBER REPORT

Casual Vacancy update

Josh Heke is interested in joining the board. Josh will bring a cultural perspective. He is a firefighter and active in the community as well as having attended school events and camp.

Motion: Moved by Joseph seconded by Oscar that Josh Heke be appointed (via Casual Vacancy) as a board member to fill the current vacancy, effective from 11 August 2026
Outcome: Carried. KT
Action:
Kate Thomson to have Josh Heke sign the eligibility declaration

Co-Opting discussion

The board have decided to look at options for co-opting a member after the mid-term elections being held in March 2027

AUGUST PRINCIPAL REPORT

Term 3 so far has been a good term to focus on teaching and classroom learning with less out of classroom events happening.

Smart tool

- Will discuss this in the next meeting

Keeping Ourselves Safe

- Teaching staff will deliver this themselves this year, rather than from the community police member
- Alice Denley and Chantal will be running a parent evening in week 5

● Covers age-appropriate information on self-awareness and physical safety. Focus on the online risk for older students EOTC & events ● Lots of off-site events this term ● Duathlon - Successful event, lots of fun had PGCs ● Currently being shared and observations/feedback being completed in classes Attendance Term 2 ● The school was 1% off the MOE target for the term's attendance ● 35 'holiday in term time' letters went out, which advises the families that we are directed by the MOE to acknowledge the absence. ● Discussed the individual data around attendance. Improvements and work-Ons ● Staff are working hard to follow up and track students for attendance, supporting them in many ways to keep them at school Staffing 2027 ● Discussed staffing plans for 2027 Staff survey 2026 Leanne presented the staff survey results and discussed (Student survey will be presented at next meeting) ● Changes from last year 1-6 rating is now 1-4 ● Each team did the survey based on the team they spend the most time with ● Staff scored high 5s (out of 6) on most questions ● Lowest scores were 4.5-4.8 Section 6 ● New section for teachers to score on the questions the students will answer in their survey. This will be compared to what the students have answered Property ● The MOE has announced a new solar panel for school initiative and our school has been chosen to receive 10 units. ● Next steps are to come from the MOE soon, Leanne will follow up with MOE to keep this moving forward School electricity supply We have lost power on 2 occasions this term, during the very cold mornings. While it was brief it knocked out our IT server which cut phone, wifi and printer access. ● Adrian had Christchurch Electrical check the school's electrical supply, their recommendation was to put in a data logger to monitor the electrical supply, check for faults and decide on the next steps. ● Leanne will meet with the property team to discuss the issues and solutions going forward ● Leanne is also following up with the MOE to see if electrical upgrades fit under their funding umbrella.	LP LP/GS

● Dan from Rev-it is replacing the UPS to support the server backup in times of electricity fail COMPLIANCE REPORT 1. physical restraint training for new staff members - Susie Vesper	AD
COMMUNITY SURVEY Community surveys ● Future survey options; 1. Discussed topics for a community survey at the end of the year 2. Kate T to collate the last few community surveys to collect data on what has already been covered 3. Option to approach the community for feedback on what they believe our previous surveys have achieved	KT
BEHAVIOUR REPORT - Alice Denley Presenting Discussed report and data HERO posting data ● Across the school behaviour is calm and under control ● PB4L is going well and supporting good behaviour ● Less hands-on behaviour across the school ● Explorers showing more often in the behaviour posts ● Year 7-8 group showing less in behaviour posts ● More staff are posting more often, creating more robust data to assess behaviour Student trends / environmental factors ● Some normalisation / lack of understanding of bad language ● Shorter lunch break helps with behaviour - less time for student mood to escalate ● Splitting the year 7 & 8 cohort has calmed behaviour ● At risk groups have been split off with our learning assistants and Piki ake to receive some more one-on-one time and learn leadership and socialisation skills	
POLICY REVIEW - TERM 3 2026 School Community Engagement Policy Should this reference student consultation? Rated: 4 Inclusive School Culture Reads well, no notes Rated: 4 Student Attendance ● Looks good, reads well Rated: 4	

Concerns and Complaints Policy Discussed; ● what the threshold is for adding complaints to a register and how we take cultural considerations into account ● How do we record, review and track concerns and complaints ● How do we educate our school community on the Concerns and Complaints process Rated: 3.5 **Review at next meeting:** ● **Enrolment** (Take off the immunisation mention) ● **Student Uniform/Student Dress Expectations** **Actions** Enrolments Policy 1. Take immunisation mention off enrolments policy Concerns and complaints Policy 1. Create process for how we record, review and track concerns and complaints 2. Educate families on how to follow the concerns and complaints process 3. Check website for concerns and complaints link 4. Wrong Act listed whistleblower update from 2000 to 2022 - Kate to let SchoolDocs know	LT / KT
<u>FINANCE</u> Numbers look good, for this time of the year. Nothing extra to report.	
<u>MOTIONS PASSED</u> *Casual Vacancy position* ***Motion:*** *Moved by Joseph seconded by Oscar that Josh Heke be appointed (via Casual Vacancy) as a board member to fill the current vacancy, effective from 11 August 2026* ***Outcome:*** *Carried.*	
<u>IN COMMITTEE</u> None	
<u>NEWSLETTER / COMMUNITY CORRESPONDENCE</u> The following topics/updates will be added to the next newsletter: ● Celebrate cantamaths ● PTA quiz night thanks	LP
<u>Items / discussions to carry to the next meeting</u> ● Turf fundraising - paused until further more accurate quoting is completed	
There being no further items the meeting ended at: 8.50pm Approved Joseph Hampton (Presiding Member) 	