

Middleton Grange School

MEETING OF THE BOARD OF TRUSTEES MINUTES MONDAY, 21 MAY 2018 5.30 pm



1. WELCOME & DEVOTION

- 1.0 Devotion : P Marshall James 1: 22 In this life we will have troubles and we need to prepare our pupils for this reality with the knowledge that it is God's strength and power that sustains us. The Bible and God are trustworthy and will not fail us. P Marshall prayed.

2. SPECIAL TOPICS / GUESTS

2.1 ICT REPORT

C Utting – See Principal's Strategic Report

2.2 SPIRAL OF INQUIRY : PROGRESS OF BOYS VERSUS GIRLS

M Cassidy – See Principal's Strategic Report

3. ADMINISTRATION MATTERS

- 3.1 **PRESENT** A Misa (Chair), G Buckner, A van Ameyde, R Vanderpyl, P Marshall, C Buckley, J Ferguson, M Hikuroa, **In Attendance** M Cassidy, C Utting, H Carley

- 3.2 **APOLOGIES** D Gillon, L Manning

3.3 PRIOR LEAVE

Motion from the Chair: 'To approve the Prior Leave Application of P Marshall for the 2 July 2018 Board Meeting.'

CARRIED

- 3.4 **DECLARATION OF INTERESTS** 5.4.6.4 - R Vanderpyl

3.5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Motion from the Chair 'That the Minutes of the meeting of 9 April 2018 be accepted as a true and accurate record of the meeting.'

CARRIED

Abstain J Ferguson (absent)

3.6 MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING

Noted. See Governance and the Principal's Strategic Report.

3.7 RECOMMENDATIONS / ACTIONS TO BE DONE

Noted.

4.2 SG2 : eLEARNING

M Hikuroa has been advised by the Brainwave Trust that they are still awaiting verification of overseas research. She and C Utting will consider this once it is obtained.

AGREED

3.8 CORRESPONDENCE

3.8.1 PAID UNION MEETING

Ten staff, with the support of the Principal, will be attending the meeting on 26 June 2018 and relievers will cover classes enabling the school to operate as usual.

3.8.2 LATE CORRESPONDENCE

3.8.2.1 CATHOLIC DIOCESE OF CHRISTCHURCH

Positive feedback to the Board funded *Good Pictures, Bad Pictures* book distributed to all school families.

3.8.2.2 ENROLMENT AUDIT

The Christian Schools' Trust will undertake an audit of Preference enrolment applications.

4 GOVERNANCE

Reports taken as read

4.1 NAG 1 CURRICULUM

4.1.2 ICT UPDATE

The report, taken as read, together with a summary of 'ICT past, present, future' at Middleton Grange was presented. This continues on from previous work presented to the Board in previous years and addresses concerns previously raised. A robust discussion was held including:

- Acknowledgement of the frustration of some staff at the lack of traction moving towards BYOD, particularly from the report submitted to the Board in 2017.
- Four key questions – in addition to the points contained in the ICT report the following was noted:
 - i. *Do we see eLearning as a core practice in all classrooms at Middleton Grange School?*
The new Digital Technology Curriculum is compulsory by Term 1 2010; eLearning to be available in all Primary School classes.

The Board were unanimously supportive.

AGREED

- ii. *Are we wanting to ensure all pupils have access to and utilize a range of devices in all classrooms at any given time to promote and enhance learning within educational and financial constraints?*

The importance of a 'blended' approach utilizing both device and non-device learning; access to devices to be teacher initiated and controlled; concern over any 'aspirational' / costly IT demands from teachers; pedagogy to be developed; implementation monitored.

The Board were unanimously supportive within educational and financial constraints. **AGREED**

- iii. *How do we ensure question 2 [ii] is possible?*

Expectations of both school and parents - pupil owned (Y7-13) and school provided (Y1-6) devices; school efforts to suitably manage BYOD being inextricably linked to pupils using devices in a wider [outside of school context]; Security – teaching opportunities provided by school for parents, controls, Special Character, Digital Citizenship; devices are learning tools not communication tools; Strategic Planning 2019-2021; upskilling staff; pupils to become confident in IT use prior to NCEA; programmes that support learners – boys, girls, special needs. On-going costs including devices, a robust and reliable network; quality infrastructure; \$35-40,000 annual capital expenditure; personnel. High importance on protecting pupil hearts and minds.

A majority of the Board were supportive. One Trustee was not supportive.

AGREED

Timeline Y9-13 – Appendix 1

A majority of the Board were supportive. One Trustee was not supportive.

AGREED

- iv. *What are the implications for staff re professional development?*
Upskilling, professional development, costs.

The Board were unanimously supportive.

AGREED

C Utting, and the ICT Committee, were thanked for their work and J Ferguson prayed.

4.1.3 SPECIAL CHARACTER POLICY / HEALTH

M Hikuroa, C Buckley, R Vanderpyl, A van Ameyde and M Cassidy to form a committee to review connected policies such as bullying, complaints etc.

4.2 NAG 2 STRATEGIC PLANNING, SELF REVIEW AND REPORTING TO PARENTS

4.2.1 ANALYSIS OF VARIANCE STRATEGIC GOALS TERM 1 2018

These were discussed and questions answered.

4.2.2 BOARD POLICY INTERNAL EVALUATION

This was discussed with a couple of minor amendments made to the documents, including an addition to the Policy Introduction of: 'As a State Integrated School the Internal Evaluation must include evaluation against the school's Special Character.' A Special Character question, where appropriate, to be included in the Survey. All Trustees will be invited to join review teams and all Trustees are to evaluate each policy being reviewed.

AGREED

Motion 'To adopt the Board of Trustee Internal Evaluation Policy with amendments.'

Moved R Vanderpyl

Seconded

G Buckner

CARRIED

- iv. 5.4.6.3 **Motion** 'To approve the International College marketing trip by C Steyn, International College Director, Thailand from 22 May – 3 June 2018.'
- Moved R Vanderpyl Seconded P Marshall **CARRIED**
- v. 5.4.6.4 **Motion** 'To approve the attendance of the Principal and S McConnell, Curriculum Leader English, at the Kingdom School Institute Conference in Texas in June 2019 and for the Principal to travel onto Gordon College.'
- Moved A van Ameyde Seconded P Marshall **CARRIED**
 Abstain R Vanderpyl
- vi. 5.4.6.5 **Motion** 'To approve the International College marketing trip by D Gillon, International College, South Korea, in July – August 2018.'
- Moved R Vanderpyl Seconded P Marshall **CARRIED**
- vii. 5.4.7 **Motion** 'To support up to 4 students at any one time attending Laidlaw College for Teacher Training with a maximum contribution in total of \$14,000 per year.'
- Moved R Vanderpyl Seconded M Hikuroa **CARRIED**

NAG 6 LEGISLATIVE COMPLIANCE

- i. 5.6.4 **Motion** 'To approve the Term Dates 2019'
- Moved R Vanderpyl Seconded G Buckner **CARRIED**
- ii. 5.2.2.2 **BOARD SELF REVIEW**
 The Principal met with A Fone as requested at the previous meeting. A Fone passes on his warm regards. He made some suggestions with regards to 'Board Policy Internal Review', 4.2.2
- Motion** 'To approve contracting A Fone to work with the Board during 2018 on its Self Review to a maximum of \$1,000'
- Moved R Vanderpyl Seconded P Marshall **CARRIED**

5.1.2 SPIRAL OF INQUIRY : PROGRESS OF BOYS VERSUS GIRLS

M Cassidy thanked J Ferguson for raising this issue for investigation which has seen an overwhelming difference between boys and girls achievement across the school except in some isolated areas eg: Mathematics. Work is continuing and it is hoped that this issue could be further addressed across the other Christian Education Network Community of Learning (CENCOL) schools.

5.7 GENERAL / LATE

5.7.3 NZACS CONFERENCE REPORT

This report was tabled and taken as read.

5.7.4 ANNUAL REPORT

The 2017 Annual Report, due for submission to the Ministry of Education by 31 May 2018, has been delayed due to auditing requirements. It was agreed to submit this by 31 May 2018 and for agreement to be reached by email. **AGREED**

5. PUPIL TRUSTEE REPORT

There was not Pupil Trustee Report as L Manning was on a school History trip to Waitangi.

6. IN COMMITTEE

- 7.1 **Motion** from the Chair : 'That the public be excluded from the following part/s of the proceedings of this meeting namely Agenda item 7.1. The grounds are that the matter is one of personnel and the reason is to protect the privacy of the individual/s. This motion is proposed to comply with S48 of the Local Government Official Information and Meetings Act 1987 and the special requirements when moving to exclude the public.' **CARRIED**

Motion from the Chair : 'That the meeting move back into public session.' **CARRIED**

7. NEXT MEETING – 2 JULY 2018