

Houghton Valley School Board of Trustees Meeting Minutes

Monday 21 June 2021

Meeting opened: 7:00pm

Present: Bret McKenzie (Chair), Luana Carroll (Principal), Mike Brough, Georgie Ferrari, Vanessa Smith, Kelly Williams, Stephanie Bosch (Staff Trustee), Miriam Gaynor, Emma Hayes-Smith, Jill Holmstead, Charles Daily (Staff), Emily Faith (Secretary)

Apologies: Nicola O'Halloran

Conflict of interest: None

Last month's minutes: Approved

1. Sustainability (Jill, Emma, Charles)

Jill, Emma and Charles gave a presentation on sustainability at HVS. Focus on restoration. Strategic goals: develop kaitiakitanga; students are able to articulate this; and reduce waste. Each class has a particular Enviro Responsibility: eg at year 1/2 - Harakeke (butterfly garden), Ti Kouka (seedlings for vege garden), Ngaio (growing native trees). Year 3/4 – Pohutakawa (composting), Kowhai (worm farms), Nikau (Movin' March leaders, lost property). Year 5/6 – Recycling (paper bins), road patrol, peer mediators, wet day monitors, chickens, exploring predator free, reducing plastics – designing experiments.

Coming up: plastic free July; currently applying for funding from the Wellington City Council. An educator from WCC is coming in on 6 July to run two sessions – focus will be waste reduction and recycling.

Noted that glad wrap and tinfoil is still used in lunches. Discussed beeswax wraps - possible to promote, workshop to make, sell at fair?

Charles has approached the Sustainability Trust to help with ways of reducing waste. Planning to apply for a WCC waste minimisation grant (funding open during July only). Could use this for a beeswax wrap making session. Predator Free NZ – another opportunity to get some more traps, as we have had rats around the school grounds. (We already have some traps from Goodnature.) There was a suggestion that Capital Kiwi (Paul Ward) could be invited to speak.

Students and whanau have been planting natives during termly working bees.

Focusing on improving the vegetable garden: planting, using our compost, and then collecting and cooking the produce. However, need to be able to irrigate over summer and we would have to pay for water (as school is classified as a business). Collecting rainwater requires adequate stormwater runoff. Have looked at this previously. We have a plastic

water tank, but need to build a retaining wall to make it safe. Closest building to the garden is the sandpit; the roof isn't sufficient to collect runoff. Possible grant project?

Did a waste audit in 2019 and buried buckets of paper/food/plastic. After a term, the paper and food had disappeared, whereas the plastic was intact. Seniors' questions have been useful in stimulating enquiry.

Green Geckos trip to Otari Wilton Bush in term 1.

Bret and board members thanked the teaching staff for their efforts in this area.

Georgie has been invited onto a judging panel for the PM's educational excellence awards in sustainability: could nominate HVS for next year.

HVS is a silver Enviro School (next level is green gold).

2. Overview of additional learners (Miriam)

Miriam gave a presentation on forms of additional support at HVS. There are three tiers. Tier 1 is the whole school; tier 2 is specific programmes involving small groups of students; tier 3 is more intensive support focused on individuals.

Achievement plan – best practice in classrooms. Looking at when best to apply different strategies. Acceleration and progress: to allow students to jump ahead in their learning (hard for students to 'catch up' when their peers continue to move ahead). Accelerated learning in literacy – group of students in years 2-4. Have just reviewed and the majority have shown progress.

Tier 2: Programmes include: Rainbow Reading (Yr 3-6), SPRING into Maths (Yr 3-6), Early Words (Yr 3-6), 1-1 Reading/writing mileage (Yr 1-6), Spelling (Yr 5-6), Moderate Needs Support (OT) (Yr 1-2), Self-regulation monitoring (Yr 2-6) and Accelerated Learning in Literacy (Year 2-4). Regularly review and evaluate all programmes.

Tier 3: HVS has a small number of students who receive regular 1:1 support, and some of these also receive support from outside agencies. Some students have plans in place – Individual Evaluation or Behaviour Plans (IEPs and IBPs), Hauora Plans (wellbeing). These involve goal-setting, and tracking and monitoring progress.

Lulu the working dog – one year since she has been in the Ngaio classroom (Monday – Thursday). Twenty-four Year 6 students have been trained as dog-handlers, and 10 students work daily or regularly with Lulu.

Looking at developing extension programmes – including mathematics, leadership (manaakitanga and rangatiratanga), Year 6 Ambassadors group, Year 3-4 leadership development group.

3. Principal's Report

Luana spoke to her report.

Progressive Achievement Test (PAT) results

The PAT report was later than usual this year as the website has changed. Tracking last year's cohort of Year 3s (now Year 4s). The data is really useful and shows evidence of effectiveness. Impact of screen time on oral language/vocabulary development/language progression: tracking. Using Rainbow Reading and good reader(?) to 'hear' good reading. Significant improvement in maths (noted that staff have undertaken professional development in this area).

Zone opening for Terms 3 and 4

The ballot closed on 11 June. Only two applications were received. Action: Luana to bring a proposal to the next board meeting to open the roll in Term 3 for 2022.

Dates for 2022 school year

Board agreed to confirm the 2022 dates as proposed. Teacher only days are still to be confirmed. A member asked if it would be possible to liaise with Island Bay School, as Kelly Club runs a holiday programme on their teacher only days.

Staffing for 2022

Still a number of options – too early to confirm class numbers and sizes. Will have a better picture in Term 3. The current roll is 190.

In committee item

Item discussed in committee 8.20pm – 8.30pm.

4. Home & School letter to Chair re goals for fundraising

Request is to set goals for H&S fundraising (what we are working towards). Bret to discuss separately with Georgie and Luana in the next week.

5. Marketing and communications

Luana, Mike and Vanessa met to discuss strategies for increasing marketing to and communication with prospective new whānau. Identified the website as an obvious area where there is scope for improvement. A new website would be ideal, but this requires creating new content (photos and videos), and ongoing maintenance etc. There are some options such as KiwiSchools, which might cost in the region of \$3000-4000. Also need to revamp the information booklets that we share with ECEs etc, to showcase the values and attributes of the school. Agreed to meet again to discuss options.

Meeting closed: 8.55pm

Next Board meeting: Monday 26 July 2021



