

MIRAMAR NORTH SCHOOL
Minutes of the 323rd board of trustees meeting
on Monday 11th November 2024 6.30pm

Attendees: Cherida Fraser (Chair), Joyce Adam, Jay Neilson, Nicole Retter (via zoom), Alistair Mason, Andrea Nonu, Vidisha Ishver

Apologies: None

Karakia: Cherida Fraser opened the meeting with a Whakatauki

Community Input:

None

Previous Meeting Minutes:

Confirmation of previous minutes (Monday 16th September) are a true and accurate record of the meeting: Cherida approved, Nicole seconded – subject to approval by Joyce.

(These were subsequently amended and approved by Joyce).

Action Items – Follow up:

- Newsletter – Cherida to send Joyce her draft so that a blurb from the board can be added to the next newsletter.
- Wellbeing Survey – currently with staff and in progress

Principal's Report:

- Link sent to all board members prior to meeting for review. Main points discussed:

Professional Growth Cycle:

- Joyce shared her goals for the professional growth cycle, focusing on supporting the senior leadership team and continuing to focus on the P1 children.
- Discussed participation in Kāhui ako, Central Principals Professional Learning Group and Te Whanganui-a-tara Professional Learning Group and the benefits of collaborating with other educators.
- The Teacher Workplace Survey currently with staff, will contribute to the goals focused on next year.

Personnel: Fixed term Deputy Principal Appointment:

- Appointments panel consisted of Cherida (Board Chairperson), Vidisha (Staff Trustee) and Joyce (Principal). A needs analysis was carried out and Louise Seaton

has been appointed on a 1 year fixed term contract while Amanda Scott is on maternity leave. Louise has an inclusive outlook, relevant experience and had strong references.

- Louise will begin in Week 5 of Term 1 2025 in Room 7 and will gradually transition into her role. Vidisha will be in Room 7 for the first 4 weeks.

Finance:

- The September accounts were distributed for the Board to look over before the meeting.
- We budgeted for a deficit and relievers are a large component of the deficit.
- The 2025 budget is currently being composed.

New Student Management Systems (SMS):

- Our current SMS is quite old (approx. 23 years old)
- Parents and teachers currently use a variety of apps and systems for payments, data collation, communication etc.
- Our current system cannot easily transfer information for teachers into reports and presentations.
- We need a system that can streamline administrative tasks and provide a user-friendly experience for both staff and parents.
- MNS has met with two providers: Edge SMS and Hero. Features include the ability to populate the end of year reports with a single click, a single place for parents to report absences, pay fees, receive updates from teachers and have a link to Kindo for lunch orders.
- The providers are able to customise the app to the schools needs and add features on although there would be a cost for this.
- Jay and Nicole to trial the app and see if it's user friendly from a parents point of view.
- Staff and administration team will require some professional development around using the new system to ensure a smooth transition.

The Education Review Office (ERO):

- ERO has informed us that they are looking for an Education Partner to work alongside our school. The Education Partner will be hired by ERO.
- ERO is independent of the MoE and provides an independent review of the schools operations.
- It will be good to have an up-to-date report available for prospective families and for staff to reflect on as the last report was done in 2019.

PATs Science Results:

- Our Year 4 cohort has achieved particularly impressive results.
- More specific analysis will be given in the End of Year Achievement Presentation.

Structured Maths Tool:

- Available options are Prime, Numicon, Oxford and Maths-No Problem. Teachers are leaning towards selecting Maths-No Problem.

- Provides ready-made resources so teachers aren't making their own.
- Joyce and Vidisha talked through the process of decision-making when choosing one of the options in a short time-frame.

Appointment of Deputy Chair:

- Nicole Retter nominated by Cherida to be MNS Deputy Chair. Jay seconded.

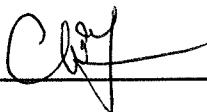
Acknowledgment of MNS Events Crew and Staff after school gala:

- The Board wanted to formally thank and voice their appreciation of all the hard work both the MNS Events Crew and teaching staff put into what was a successful gala.
- The intangible community spirit was noted as well as the positive impact on the school's reputation.

End of Year Staff/Board/MNS Events Crew drinks: Friday 6th December at DVB

Next meeting: Monday 9th December at 6.30pm

Meeting Closed at 8:00pm

Signed by: 

Date: 9/12/24