

Minutes of the Papakaio Board of Trustees Meeting

Held online, 24th March 2020

Present: G Shirley, R Williams, J Wright, E Finlay, E Fisher, A Isbister, C Cochrane, I Elliott.



In attendance: P Kranz (Minutes Secretary),

Meeting opened: 7.00pm.

ADMINISTRATION MATTERS	
	Action Required
Matters Arising from the Previous Minutes. None	
Correspondence In NZSTA Executive Board voting papers Out None	
COVID-19	
<u>Communication with Parents.</u> Gary said the school has been trying to find a balance between putting out too much information (which runs the risk of people not reading it), while still keeping people informed. The key messages that he's been trying to communicate are that there will be support and that parents don't need to, and won't be expected to, reproduce school at home. That they can make small adjustments to daily life that will be beneficial and provide a learning environment, and that they don't need to rush. He said that feedback from the community about the school's communication has been positive. <u>'Essential Services' Students</u> Gary said there were only two 'essential services family' students at the school on Tuesday, and that	

Wednesday would be the last day the school was physically open even for them.

He said this was fewer than he expected, and that this was probably due to families supporting each other..

Key Staff Meeting.

A teachers' only meeting was held on Tuesday to strategize and plan. Gary said they were looking at three distinct time periods:

Firstly this week, during which kids and families would be getting used to being at home.

Then there is the two week holiday period.

Finally there is the next term, bringing with it the teacher's engagement with the children and their families. Gary said there are already resource packs families can pick up in preparation for that.

The teachers focus now was to get a programme in place. He said there are many options for what they could do, and that they were working through them.

He said that they were aware that in practice they would need to monitor what was and was not working on an individual basis, and to provide individualised support for families.

Internet and Devices

There was a discussion around who might or might not have adequate computer devices. Gary said he was confident that they had enough devices to cover people's needs, and that if not they could easily get more. Ngai Tahu have offered their support in this area.

He said he was more concerned about the availability, quality, and affordability of the internet on farms. Because of this they were looking at ways of working that are less broadband hungry. For example using voice only or low quality video formats to reduce demand.

Cat gave the example of her approach: Placing short (30 second) clips on Youtube and using Google Classroom for engagement around them.

I.T. Skills

Gary said that some families were I.T. savvy, but some were not. He was looking at ways the school could support those that were not.

Reading Recovery and Target Groups

Gary said Reading Recovery would have to be put on hold, that it was simply not doable online.

He said the ability of these groups of students to self-manage is an issue, and the school was working on ways to support them.

Other Headwinds.

Gary was asked if there were any other headwinds he felt the staff and students and parents were facing.

He said that beyond the practical matters the main issue was people's wellbeing. Everyone was finding it unsettling. People were unsure how things will be in the future, how things will work and whether they will have the resources needed.

He said he was concerned that kids were stressed but that this may be overlooked as there can be a delay before it shows in their behaviour.

Social Media

Gary said that with less face to face socialising kids would be spending more time on social media, which can raise problems.

It was suggested the school give tips and info for parents on this.

Phone Support.

It was also suggested that be phone line support during term time as well via email.

Playground Lockdown.

The Board suggested that as the playground cannot be used during the lockdown that parents be advised of this and signs put up on the playground..

BoT Functioning

Ian said that, given the circumstances, the Board will need to do things differently. He said if any members had concerns or suggestions they should feel free to contact him or Gary to talk about them.

Supporting Gary.

The Board asked Gary how they could support him and the school staff.

Gary said he and the staff already felt supported by BoT.

Gary to follow up.

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He said that one thing that was valuable was people contributing their different viewpoints. That no-one saw 'the whole of the mountain' and that BoT members shouldn't hesitate to let him know how they saw things and what they thought needed to be done.

GENERAL

Papakao 8 Hour Cancellation

Gary said that at the time this was not an easy decision to make, but looking back now it was definitely the right thing to do.

Chaplaincy.

Gary said Ester has quietly and very successfully been in this role. She has now moved to St Kevins and is unable to continue. Eugen has offered to take up the position.

There was a discussion about what the position involved. Gary said that despite the title it has not included a religious element, but has been one of support and counselling.

The Board wanted to know how the role, and the appointment to it, worked in other schools. Gary to report back on this to the next meeting.

Property Committee

The committee met and prioritised possible projects. The three contenders settled on are :

Fencing between school and state highway 83.
Landscaping paths and putting down astroturf.
Playground development.

(One project that was also considered, double glazing windows on the Whare Iti was seen as worthwhile but to be put under the five year property plan.)

After some discussion it was decided that this be brought back to be voted on at the next meeting. In the meantime Ed to make a rough estimate of the cost of the first option and to distribute it to the Board members.

NZSTA

Voting closes on the 28th.
Eugen has been nominated by the BoT for the NZSTA National Executive Board.

Gary to follow up

Ed to make a rough estimate of cost for doing the fencing.

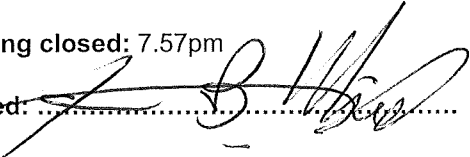
Ian to place on agenda

Ian to scan the voting forms and candidate bios and distribute them. BoT members to get back to him with their voting wishes. Ian to fill out and send the voting papers in.

IN COMMITTEE BUSINESS	
None	
MEETING DATES	
Next Board of Trustees Meeting Tuesday April the 7th, online. Next Home & School TBA	

Meeting closed: 7.57pm

Signed:



Date:

30/6/20