Minutes of the Ngaio School Board Meeting Held Thursday 6th August 2026 at 7pm Staffroom

Present: Phil McIntosh (Principal), Emma Andrews (Presiding Chair) Joe Winton, Sarah Deans, Dan Byrne (staff rep), Kirsten Fraser, Kirsty Donbavand, Katy Robertson (minutes)

Guests: Sarah Simpson

1. **Opening Karakia** - Sarah Deans

2. **Meeting Open** - 7.02pm

Welcome & Apologies - Welcome Sarah Simpson and apologies from Mike Mercer

Conflicts of Interest Declarations - None

Acceptance of Previous Minutes as a true and accurate record - Sarah D second Emma A

3. Board Items

Student Achievement - Overall we are very happy with mid-year achievement. This is a stand alone report as we are now reporting against a new curriculum. Teachers are navigating the third curriculum in three years and are managing this well. A range of assessment tools were used with varying levels of success. SMART AI tool was unable to read the writing sample and the PAT does not fully align to the new curriculum.

Emerging and developing learners are the ones that we are concerned about. We think a large number will move to proficient. Sarah and Phil sat down and talked with teachers about their decisions on where these students were. Our teachers have been conservative. Joe thought these results were different from previous years, are we on track? Sarah is unsure. Good teaching will shift them.

READING - Year 1 data is exceptional. These children are getting taught BSLA. The results could be slightly skewed as we are teaching to the NZ assessment tools. There are more children getting speech language help than ever before. Focus Learners in tier 2 do BSLA for a second time. Some children take it in but some don't. Alison is only paid a few hours a week with funding so we are using all the funding we have with every student in need. One focus learner wasn't working so got special funding and help. Junior school staff are attending a refresher course of BSLA next week. Sarah thinks a review is worth doing.

WRITING - Time has been spent reviewing writing practices and expectations across the school. Teacher observations and Practice Analysis Conversations are happening over term 3. At the moment we are holding on to what we are teaching while we wait for assessment tools.

MATHS - We have two initiatives in place to provide additional support in maths. One of our Teacher Aides runs Spring into Maths. We have increased the size of Spring into Maths groups from 5 - 7 students. We are receiving additional funding to implement the Maths Acceleration Programme with two teachers leading this across years 4 - 6. Both initiatives have had improved student outcomes. Teachers leading MAP are sharing resources and strategies with other teachers. We have a group attending the Wellington Mathswell competition. Otago Maths Problem Solving is taught in Year 6 as an extension opportunity.

Maths No Problem continues to be used as a supplementary resource and will be used again in 2027.

MĀORI - 12 ākonga represented. Te reo Māori and tikanga are woven across all learning areas.

GENDER: No significant findings between genders. We have 5 male staff members including our Kapa Haka tutor Hemi Prime.

FOCUS LEARNERS - there are a growing number of students who aren't learning because of behaviour problems. They are learning to manage themselves. Our new student counselor has made a difference. We have high numbers of children being diagnosed with ADHD. A diagnosis informs us and helps teachers to understand and plan to cater for their needs in a different way. Over time teachers are very accepting and are willing to make subtle changes for students e.g. fidget toys are ok. Teachers have realised that even though they are fidgeting the students are listening better. Joe asked are we setting goals and hitting them and reporting on that? Can we include this in the report? It would be nice to show the success. If students are still consolidating at the end of the year we will make them a focus learner and teachers will hand over notes to the next teacher. There is no funding for focus learners. For students at developing they will make the monitoring list. Year 4 data is worse and we had this last year and we wanted to track that group but seem to be doing ok as Year 5's. Sarah commented that Year 4 is a switch year for reading and writing. There is a big jump in curriculum and what's expected. Should we communicate this to parents? Parents will see their children doing well in Year 3 and then the drop off in Year 4. Phil thinks we could do an inquiry into this. What are the differences in what is expected? Year 3 and 4 used to be together. At the moment we have a junior school and a senior school. The senior school has a more mature feel. Maybe we need a more transitional middle space? The year 6 results are very impressive. Teachers were very open with the Year 6 focus learners and making sure they transition well to Raroa.

Looking forward to funding next year with a dropping roll we will need to make some decisions around composite classes and teaching staff. The board thanked Sarah for her report. The feedback about the reports was good. Sarah said Hero was great and mirrored Raroa which was helpful for parents. The Board noted that there was good communication with parents.

Strategic plan next steps - The Board has feedback from Matariki, a survey with Year 4's, teacher feedback with open ended questions. The Board will do some more feedback on staff only day. Whanau Hui is on the 27th of August at 8am and we will get their perspective. Sarah Deans will attend. A survey is prepared for parents but Phil doesn't want it to go out with Y communications. Phil has contacted the Y and talked to them. Communications will go out next week. A teacher survey went out and the response was positive. It was a little muted on the leadership of the school. The board will leave this for a year as there is a new principal. It is too soon to be passionate either way. Confidence in the curriculum is a bit medium but it is also a new curriculum so justified. There is a Teacher Workforce Survey that schools can choose to do but don't have to do it. It hasn't been done before so this is our baseline. The Board needs to get a sense of what is important to teachers. The Board can find this in the consultation folder. The Board will do this every year and have a conversation with staff. Joe and Emma are keen to consult with staff. They could split up and have the same conversation with different groups of teachers e.g. Tui teachers, Kakapo teachers and

leadership team. Can we tie this to prior to a Board Meeting? Could the Board come in on the teachers only day? Probably too busy. An early Board Meeting on a Tuesday might work. Joe will come up with some questions to ask staff.

BiLingual Unit - Ridgeway School offers a French BiLingual unit. They are full and can't take any more students. There is a community volunteer group that sits behind this. There is only one in Wellington. Sarah the principal at Ridgeway asked if we would be interested in offering a BiLingual Unit at Ngaio School? It costs the school nothing. There isn't too much work organising because the group does most of the work for you. The time frame for this could be next year if we wanted it. The organisers are happy to come to a Board Meeting to talk about it. The children who enrol then get counted on our school roll. There is a small cost to students to go into the unit. The group spend the mornings with the school and then they go out into their own classrooms in the afternoon. Questions asked by the Board were: How will that affect our assessment data? It would add a distinct flavour to our school and do we want that for our school? Phil thinks we need to find out more and the Board needs to find out more about the cost. Phil could call some of the Auckland schools and see what they think. Crofton Downs had a Japanese unit but it has now gone. The Board is interested in finding out more. The school has a say in who is employed as staff. They also provide interns.

4. Action Points

The Board updated the action points spreadsheet. - Parent WhatsApp groups were discussed for next year? Can be problematic. Playground short fall - PTA $5000 committed.

5. Standing Items/Reporting

Principal's Report - Reports came out on Monday not Friday. Hero glitch which has now been fixed. **Emergency Response** - we have draft communication sitting ready to go out. We do need to do a lock down practice. We will communicate this and we won't traumatise children. **Cohort Entry** - positive response from parents, teachers and ECE partners. Only one person didn't want it. The frequency would be an entry every 5 weeks with flexibility. It makes planning and LINK go well for teachers. We won't have to open a class of 4 children like we did this year. The Board passed this with all in agreement. Do we need parent volunteers for the St Bridgits Kapa Haka festival? Phil will investigate.

Health & Safety - Nothing to Report

Finance - We were unsuccessful in all 3 grants. Becky is still happy to apply if she gets a list from Phil on what we need. It's hard to know why we are declined for some grants. It was resolved that an application be made to The Trusts Community Foundation for $9,525 (exc GST) for Autex wall coverings for our school hall.

Policy - Nothing to Report

Property - Classroom demolition has been held up with red tape and we are at the top of the list. We will look at the plans. There will be disruption so it is when we want the disruption before or after Christmas break. It is a wait and see. The Board will ask the Junior School what they want to be on their asphalt pad. I am an Artist topic - variety of teacher approaches. Phil will look into what level of instruction the teachers are taking.

Fixed Asset Level Value from $500-$1000 - Is the Board comfortable raising this? Yes, all Board members agreed.

Board Cycle - All Board members were happy to complete their 3 year term so the 18 month cycle will be something to contemplate into the 2028 election. Thank you Joe for looking into this. Next election cycle some parents will only stand for 18 months. This would need to be a process the Board would need to work out.

PTA - The Board are landing on ways of how the PTA work, what registered charities are and how they work. The Board has a document on this now. It will protect both interests. The PTA has to align with their charitable objectives - building connections. If it is abided by, everything will pass through Phil. The Board would like to acknowledge Mike for writing up the document. The website says the PTA are the fundraising arm of the Board. If the fundraising requires school property or teachers time it needs to go through Phil. Next week on Wednesday Emma, Mike, Phil, Katie and Julia will get together to talk about the communication and roles within the school. Should there be a document to apply for a proposal for school? Big events need to be talked through.

6. Admin

In/Out Correspondence - Emma with PTA

Note Email Decisions - No

Acknowledgements- Nicola to get a voucher. Hayden for running Matariki Breakfast. Kerry for working with high needs children and her organisation for an OT to come in for free. Dan for swimming sports. Todd from Easy Swim.

Newsletter: Student Achievement to be written by Joe.

Date for Next Meeting - Tuesday 8th of September

Attendance - Board approved learning programme can change attendance to Q for Board approved learning. All agreed.

Board went In Committee - 9.12pm