

**MINUTES OF THE MEETING OF THE LINTON CAMP SCHOOL
BOARD OF TRUSTEES HELD ON 31 MARCH 2022**

PRESENT:

Letitia Morris	Presiding Member	Elijah Peters	Parent Rep
Dean Gerling	HQ 1 (NZ) Bde Rep	Natacha Cameron	Parent Rep (via zoom)
David Varley	Parent Rep	Mary McDonald	Acting Staff Rep
Nigel Tongs	Acting LCS Principal	Caren Roberts	Secretary

OPENING.

The meeting was opened at 1900hrs, and a karakia was recited.

APOLOGIES.

Geoff Franks

CONFLICT OF INTEREST REGISTER.

No items were recorded in the Conflict of Interest Register.

MINUTES OF PREVIOUS MEETING.

The minutes of the previous meeting were accepted as a true and accurate record.

Moved: David/Seconded: Mary

CORRESPONDENCE.

MoE: Recommendations for Property Modification Provision

STRATEGIC AREAS.

Linton Camp School Goal 2: Maori Education

The LCS strategic statement for Maori Education is:

- *Our intent is to focus on building culturally skilled staff and grow bilingualism.*

The LCS strategic focus areas for 2022 – 2024:

- Further building the levels of Te Reo among staff and students.
- Strengthening, building and promoting bilingual classes.
- Ensuring clearly defined school-wide tikanga is practised.
- Ensuring staff understand and practice culturally responsive pedagogies.

Te Reo and Tikanga Maori will be included in plans for PD in STEM skills, Haurora and curriculum development in Reading.

Powhiri events have continued in a limited format during Covid-19 restrictions.

Waiata, karakia and whakatauki feature as daily LCS classroom routines.

The planned review of the Effective Pedagogy for Maori Students document will be undertaken by the LCS Principal in Term 2.

If required after public engagement, LCS will attempt to find a suitable bilingual class teacher for 2023.

National Administration Guideline 7

Each Board of trustees is required to complete an annual update of the school charter for each school it administers, and provide the Secretary for Education with a copy of the updated school charter before 1 March of the relevant year.

The LCS Charter is to be presented to the LCS BOT at this meeting before being submitted to the MoE.

LINTON CAMP SCHOOL CHARTER 2022

The Strategic Plan focuses on cultural and responsive pedagogy, including a summary of how LCS will align to national educational priorities from 2023.

The Annual Plan focuses on PD in Reading, teaching STEM skills that align with the curriculum and a MoE funded project for staff to teach in a hybrid environment (home/school).

The 2022 Student Achievement Target records student achievement in 2021. In 2022 LCS will identify 51 students whose achievement was below expectation at end-21 for a programme to progress to meet or exceed expectation. In Term 2 all classes will focus on accelerating the learning of identified students.

Reading will be a PD focus area for 2022, which will affect all other areas.

The LCS Charter 2022 will be amended on page 7, to include Te Reo beside the six Future Skills and the addition of an 'other' row in the student achievement section of the Achievement Target.

With amendments, the Linton Camp School Charter 2022 was approved by the LCS BOT, and will be submitted to the MoE.

ACTING PRINCIPAL'S REPORT. A written report was presented.

The current LCS student roll is 131.

Term 1 of 2022 has produced disappointing achievement results for students in Reading, Writing and Mathematics. Areas of particular concern is a decrease in achievement for Y2 over 2 years, and Writing achievement producing the lowest result in LCS records. There could be a variety of root causes for this and LCS is considering strategies to counter this trend.

LCS planning teaching programmes for Term 2 and beyond.

In Term 2 Nigel Tongs will remain as LCS Acting Principal and Mary MacDonald will remain as LCS Acting Deputy Principal.

Teacher Aides remain a vital resource to LCS.

Moved: Letitia/Seconded: Elijah

POLICIES.

SchoolDocs policies for review this term are:

- Health and Safety Management
- Emergency, Crisis and Disaster Management

All LCS polices are published on the SchoolDocs website.

FINANCE REPORT.

A written report was presented. The following documents were also presented:

- Balance Sheet end-January 2022
- Profit and Loss end-January 2022
- Balance Sheet end-February 2022
- Profit and Loss end-February 2022
- LCS Draft Annual Report YE 2021

LCS staff usage is on track

After the financial impact of COVID-19 the LCS Draft Financial Return shows a surplus of 16k+.

LCS is awaiting shelving for the reading resource area and the installation of a water filter in room 3.

MoE funded fencing work is being undertaken at the front of LCS. This will continue to other areas in future.

LCS has sent an email to parents invoicing School Donations, with payment options.

The LCS Draft Annual Report 2021 is to be completed by end-May 22.

Moved: Mary/Seconded: David

GENERAL BUSINESS.

The focus group meeting to review a new LCS uniform was cancelled. A GoogleDocs survey will be sent to parents soon.

No military uniformed staff will be supporting nationwide ANZAC commemorations. There will be a service at LCS, but parents will not be invited to attend.

The Holiday Programme will run over Easter 2022. This will be advertised in the LCS Newsletter.

Student Leaders will liaise with LiBelle to discuss free lunch programme.

KARAKIA.

The next BOT meeting will be held on 12 May 2022.

There being no further business the meeting was closed at 2015hrs.

LETITIA MORRIS.....
Presiding Member



Date.....12/5/22