



SCHOOL BOARD NEWSLETTER - TERM 1, 2022

Welcome 2022

2022 brings with it many challenges but we would like to welcome our new students and families that have joined us this year. We are also happy to see all the smiling faces of returning students back to the school classroom. You may know it is a priority of the Ministry of Education (MoE) that all students are at school with face-to-face learning unless those students are isolating or unwell. Thank you to all the families for understanding when at times there are shortages of staff and classes are juggled around and distance learning has had to be offered.

Student Achievement

Our teachers have been working very hard to settle our kids back into routines and connect with them. The next focus has been to get to know them as learners, and clarify their progress and achievement. As you can imagine, there have been some challenges with this, driven by high rates of rolling absence! We will be opening the Hero Reporting page from the start of Term 2 and this is where you can see your child's current goals and their progress over time.

You will see for some learners (particularly those in Y2 and Y3) that the extended lockdowns have had an impact, particularly on reading, where they have missed critical early learning in a structured way. One of the ways that the school has responded to this identified need is to significantly lower class sizes in Y2 and in Y3 & 4. We have done this by employing an extra teacher across this area of the school. With lower ratios of learners, there is more focused time to accelerate each learner's progress and achievement.

School Board Elections

The MoE has recently signalled that the triennial school board elections will have a date change this year. Currently the end of the term for some of our current members is 30 June. The date has now been put back to **7 September**. This means our current board members who were due to end their term this year have been asked to stay on for an additional period of time. You will be pleased to know that the MoE is working on an online voting platform so instead of the school mailing out hundreds of papers you will be able to vote electronically later in the year.

At this time we know there will be at least three members concluding their time with the school so you may like to consider putting your hand up.

The new Presiding Member for 2022 is now **Anita Hedges**. Welcome to the chair Anita and thank you to Farah Adam who has been our Presiding Member for the last 3 years. Farah Adam has also resigned from the board. We would like to thank Farah for her service to the board and the school over the past 6 years.

Should you wish to know more information about being on the Board you may like to check the following website. There are also some FAQs at the back of this newsletter.

www.schoolboardelections.co.nz

Alternatively you may wish to contact Anita directly for a confidential chat at boardoftrustees@chelsea.school.nz.

[New School Charter](#)

The Board is finalising the three year School Charter before being submitted to the MoE. The three strategic goals of Curriculum & Collaboration for Learning & Hauora were reviewed and adjusted by the Board at the December meeting.

[Property Information Update](#)

Hall

We are currently in process with our Architect to evaluate the tenders submitted to us for remedial works on this structure. The hall itself needs much upgrading work and the cost of this has been taken on by the MoE in exchange for ownership of the building itself after the Board agreed to transfer ownership from a School Board owned asset to a MoE owned asset last year.

Block 7 Rebuild

The 100% preliminary design panel was held on February 17, 2022, and there have been some slight changes in design and building footprint following discussions. We are working closely with Moller Architects, the MoE and our Project Manager to expedite the new build. This means we are also having to consider other factors such as temporary relocatable classrooms and access to the site by vehicles during the construction phase. The build is scheduled to take place from October 2022 until August 2024, when final completion is proposed. The preliminary design is a two storey block, including 6 teaching spaces, breakout rooms, kitchen/art facilities and a large deck area with toilet blocks attached. We added a preliminary sketch below.



Accessibility Project

The works for the new student bathroom will begin once the staff toilets are completed. The start date for the USB was planned for late March to early April but however has been impacted by Covid due to contractors isolating.

Work on ramps and decking around the school is also planned with a detailed programme to come.

Finances & School Donations

As you may be aware our School is classified a decile 10. This means we are funded completely differently to a school that may be classified a Decile 4. Any school higher than a decile 7 is unable to apply for the school donations scheme where a set rate of donation is paid to the school in lieu of asking the community to contribute directly. This means as a school community we are expected to self-fund many of our operating costs within the school.

We do this through Parent Donations and fundraising activity primarily through the Parent Teacher Association (PTA). Due to ongoing restrictions for gatherings and events many of our activities have been unable to be held. This, coupled with the lack of International Students who do make a large financial contribution, has meant a negative change to our overall finances.

What this means is that for the current and past financial year we are in the unfortunate position of running a deficit.

2020 deficit - \$19,899

2021 deficit - \$36,480

2022 deficit - \$38,408 (projected)

We are now running at a loss and we will be dipping into our cash reserves again this year.

We thank everyone who has been willing and able to pay their school donations this year or have set up termly or monthly instalments. If you are wondering how much your donation means to the day to day running costs of the school we can safely say they **make a huge difference**. School donations go directly to providing high levels of learning support as well as resourcing and equipment that ensures stronger outcomes for **all learners**.

With this unenviable position we are asking if you are able to consider continuing to pay your donations (if you do this termly) or a one off donation to cover any of the fundraising events we are unable to hold these would be greatly appreciated. You could even consider paying the full \$300 suggested donation or part of the donation for another family if you are able. You are also able to claim a **33.33% tax credit** from IRD on your school donations (refer to the IRD website for more information and criteria to claim).

PTA

We would like to extend our heartfelt thanks to the PTA for all of the work they do for the school. The PTA is the heartbeat of the school community and we truly value your contribution. They are always coming up with fun and innovative ways to fundraise. These have been extremely challenging times, however the PTA has still been able to continue to make a significant contribution towards the junior playground through fundraising efforts over the past year. This has not gone unnoticed and we are truly appreciative of your efforts.

On behalf of the Board, stay safe and stay healthy.

Anita Hedges
Presiding Member

Our Board Members consist of:

Amanda Douglas	Principal (statutory appointment)
Rebecca Hedges	Staff Representative (re-elected Jun.19)
Anita Hedges	Presiding Member & Parent Representative (elected Dec.20)
Martin Ma	Parent Representative (elected Dec.20)
Tsering Pheasant	Parent Representative (elected Jun.19)
Jo Sutton	Parent Representative (elected Jun.19)
Sandra Cotcher	Secretary

BoT - Frequently Asked Questions (FAQ's)

Who is the Board?

Under the Education Act 1989 - Schedule 6, the school board (commonly referred to as the BoT or Board), is the governing body of the school. A board is responsible for the governance of the school, including setting the policies by which the school is to be controlled and managed.

The school board is composed of the Principal, a Staff Representative and between 3 and 7 Parent Board Members. Parent Board Members are usually elected onto the Board by the school community; or alternatively selected where a particular skill set is required and act as representatives of the school community.

What is the role of the Principal?

Under section 76 of the Act, the school's principal is the board's chief executive in relation to the school's control and management. The Principal is in the challenging position of being both employer and employee, where they report to the Board but are also part of the board as a statutory appointment.

What does the Board do?

First and foremost, boards are accountable for student achievement. They achieve this by providing an environment for the delivery of quality educational outcomes.

The school board has the overall responsibility for the school including legal obligations covering responsibility for property, personnel, the proper management of school finances, reporting to the Ministry and school community, and setting the school's strategic direction.

Boards are responsible for ensuring they focus their strategic planning on improving student achievement and teaching and learning programmes, particularly for those students who are not achieving their full potential. School boards ensure effective delivery of the curriculum, are the employer of all staff, establish long term goals through the strategic plan, approve the annual implementation plan aims and targets, develop and review policies, monitor performance, and employ, support and manage the performance of the principal.

How are you elected onto the Board?

The Principal is a statutory appointment to the Board, however parent board members are elected to the board via a school community election. Nominations are called for by the school, then nominated candidates (by someone on the school's parent roll), are asked to prepare a brief biography which is then sent out to the community along with voting papers either electronically (from 2022) or in hard copy.

Parent and Staff Board Members are appointed to the board for a 3 year term. Elections must be held every 3 years (triennial), however Chelsea Primary have opted into a "staggered" election cycle, meaning that we have parent Board Member elections every 18 months to ensure board consistency.

The next election of the triennial election process will be September 2022. Three eligible parent representatives will be selected and an election process conducted if required.

What skillsets are required to be on the Board?

The board ideally represents a cross section of the community it represents and brings a number of diverse skills such as governance, education, information technology, legal, property, finance, health and safety. The NZ School Trustees

Association (NZSTA), runs training courses for Board Members covering everything from governance, employer responsibilities to property and finance so there is a lot of information to get across.

In practice, it is the community who elect the Board Members that they believe will do the best job for the school. It's essential that whoever is elected, acts in the best interest of the school, works well with other people, has the time to dedicate to school tasks and issues outside of the meetings including board sub-committees.

What happens in the Board meetings?

The board meets formally on a monthly basis (mostly on zoom in this climate) and there are property and finance subcommittees that meet in addition. The principal prepares a report to the board each month on the following topics to report on how the school is performing in the following areas.

- Wellbeing including Accident and Illness
- Health and Safety
- Student Achievement
- Decisions to be made (e.g. Safety Action plans for camp or EOTC)
- Policy reviews
- Finance and Property Management
- Budgets

What's the difference between the PTA and the Board?

The Board is responsible for governing the school, whereas the PTA is a charitable body that fundraises on behalf of the school for projects that the Ministry of Education do not fund and runs social events on behalf of the school. The school has a great PTA who organise events such as the PJ and Pizza parties, Halloween, Christmas Carols, the Trivia Quiz night and much more. In the past they have raised significant amounts which are going to be used to replace the junior playground.

If you are interested in joining the PTA, please send an email to the following address: pta@chelsea.school.nz