

Deaf Education ECE Trust Minutes of meeting held 22 Sep 2021

Present: Sarah de Heer, Crystal Skinley (Standing is as Chairperson), Shu Wai Tan, Vasati Gilbertson, Jacqui Uhrbom, (Helen King and Krista Clifford to present their reports).

Apologies: Grace Covey, Liz Depree

Interpreters: Francesca Collins and Megan Mansfield

Secretary: Andrea Hinchey

Welcome and Karakia

(A copy of these minutes to be posted to Crystal for signature after the meeting)

Actions from Previous Minutes:

- Crystal will take the Variation of Deed to Denise Powell, Board Chair, to explain only one board member is needed on the ECE Trust Board. *Done.*
- Claire Robinson's Deed of resignation signed by all members of the Board. *Done.*
- Liz Depree invited to the Trust Board Meeting as a co-opted member for as long as we need her. *Sarah has spoken to Liz and she would prefer not to be co-opted to the Board. However, she is happy to be invited to meetings and act as an advisor.*
- Election process for new Parent Representatives undertaken and overseen by Andrea. *Done.*

Correspondence:

Signed Letters by newly elected Parent Representatives.

Head of Centre reports:

Preschool (Auckland): Presented by Krista Clifford

- The Auckland Preschool has had steady enrolment for some time. Deaf enrolments have increased, and hearing have decreased. In the past, on average 60% of our students were deaf, and now this is up to 80%. This has had a big impact on how the Preschool is running. There is more integration between hearing and deaf children. The hearing children are more inclined to mix with their deaf peers.
- There has been a drop in attendance in term 2, much of which was from the RSV virus. Term 2 showed a big reduction in attendance to 45%. Now that Auckland is in Lockdown, attendance is obviously down to zero.

Questions:

- Sarah: Can you please explain the part that van transport plays in your service? Your report states that 72% of students travel in the vans to the Preschool.
- Krista: We have three vans (West Auckland, one for South Central, plus one for further South of Auckland to Randwick Park). We have children coming from as far south as Papakura. Some families drive to

central Auckland and then they take the vans from there. Our vans are all currently full, but some students are almost ready to go to school.

- Crystal: How are we reaching our students while in Lockdown?

Krista: We are using Storypark to connect with families. The families are weary, having been in a long lockdown and we are finding it more difficult to connect with them now. Some families are really engaging. Of the 26 families, about 7 are regularly engaging with our staff. We know that many others (about a further 17) are seeing our Storypark posts, but they are not replying. We are aware that 2 children's families have not connected to Storypark at all. Our staff are connecting with them through other means (phone and email). The four teachers on our staff are posting on Storypark each one day per week. We are sharing activities and resources on health, learning and wellbeing.

Early Years Whanau Centre (Christchurch): Presented by Helen King

- At the moment we don't have a Monday group due to a lack of enrolments. We are still experiencing low numbers attending after lockdown.
- We have families travelling from as far away as Ashburton and Kaikoura to attend our sessions.
- A lot of our students have recently started school.
- Prospective visitors (possible new students) had to be cancelled due to lockdown. These have had to be rescheduled.
- Preschool courses that had to be cancelled due to lockdown, have been rescheduled for Term 4. One family has been able to come this week. (Brief explanation of Preschool courses given for new Board Members).

Questions/Comments:

- Sarah – I'm just wanting to draw people's attention to the Te Whariki Strands in Helen's report. This shows the parts of the curriculum the Whanau Centre is focusing on right now.
- Sarah: Please talk a little bit about the Professional Development that you and Lydia have been doing around Te Reo Māori.

Helen. Lydia and I have started a 14-week course in Te Reo Māori. We started in term 3 with the goal of learning some basics of the language. There is a lot of interest in these courses, and they are heavily booked. Lydia is starting in level 1, and I am starting in level 2. This is going well so far, and we hope to continue this next year.

Head of Early Years: Presented by Sarah de Heer

- There has been a lot of movement in the Strategic Plan lately. We have been working on connecting the Auckland and Christchurch teaching teams. We can congratulate Krista on becoming the Permanent Lead Teacher at the Preschool in Auckland.
- Review of the ECE Trust Deed and Service Level Agreement: Through this process we now have better clarity around who we are and how we fit with Ko Taku Reo and its Board. We have employed the assistance of a lawyer to help us understand what needs to happen to these documents (Trust Deed and Service Level Agreement) and how they need to be updated. This work is on-going. A part of this process has been reviewing our Service Delivery. The news here is that nothing is changing right now (Preschool and Whanau Centre services are staying as they are).
- Helen has had to make some adjustments with her team as Kyla has moved part time to the NZSL@School team and her hours with this new team may increase next year.
- The Strategic Plan review session that I recently had with Liz Depree was really useful. I have recorded this. It is being translated into NZSL and will be shared with this board by Andrea. This will be the main focus of our next meeting in Term 4.

Strategic Evaluation Document Issues: Our Service Level Agreement is not fit for purpose or legal.

Actions for the ECE Trust Board to decide today are:

Either;

- Option 1) We need to create an improved Service Level Agreement between the Ko Taku Reo Board and the ECE Trust Board for on-going funding through them.

Or;

- Option 2) Rather than funds coming to us via Ko Taku Reo, we could switch to having Teaching staff (FTE/salaries) provided by them instead. This may be difficult as it is late in the year and the Resource Notice is already being written. Also, we are not sure how this would play out long term with the MoE.
- Sarah's recommendation is to stay with Option 1 for now: work on improving our Service Level Agreement with Ko Taku Reo and get this signed (agreed to and made legal) by Ko Taku Reo. With the recent delays and the support of this Board today, Sarah can move ahead with this plan. Is the board happy for Sarah to go ahead and do the legal work for Option 1?

Questions/Comments

- Shu: what is the advantage of Scenario 2?
Sarah: We wouldn't need to be a legal entity. The ECE Trust Board would change from a Board and become more of a parent advisory group.
- Lawyer needs to make necessary changes and get Board members to sign it by all members.
- All Board members showed their support for Sarah to ask lawyers to amend Service Level Agreement (Option 1 agreed to).

Deaf Education ECE Trust Board Annual Report

(Sarah presenting):

Financials: Presented by Sarah de Heer

- Currently the Early Year's budget is in arrears. Our income is less than usual. We receive sessional funding for every hour that the students are with us. Less students are attending than we had planned for in our budget. At the end of June 2021, our income was down by \$84,000. Lockdowns and the RSV virus have severely affected our sessional funding. This funding comes to us three times per year and the payment method is confusing. We don't charge fees to families, so we are solely reliant on the sessional fees. We have slightly overpaid on Teacher salaries. However, we are pleased to have our highly qualified teachers.

Sati: It's good to know that attendance equates to money for the Whanau Centre. Should we tell the other families/parents this to encourage attendance?

Sarah: This more of an issue in Auckland. Sarah will talk to Krista and Helen about informing more parents and Advisors about how we run and about how attendance is important for funding, but more so because attendance is so beneficial for families and children.

Reengaging families after lockdown: We have been getting funding from the MoE during lockdown, however this stops when we go to level two.

Question: What level of attendance is the budget based on?

Sarah: It is based on the expenditure of the previous year. The Ko Taku Reo accounting staff average the previous few years expenditure.

Sarah: At the end of July, our deficit dropped to \$44,000 so it's getting better.

Helen: Transport assistance is a high barrier for getting students to attend (no further SESTA and taxi transport provided by the MoE).

Beginning Annual General Meeting:

- Crystal: First we are going to welcome our newest members.

Sati: Leo is my first child. His deafness was detected at three months old. We feel that we belong within the Deaf community. I am a fully qualified Early Childhood teacher and hope to be able to bring that knowledge to this group. We attend the deaf and CODA session at the Whanau Centre. I am also a qualified mechanic!

Shu: When I had my first son (who is deaf), we moved from Wellington to Auckland. This was a good decision as we loved the Auckland Preschool. Our second son, who is hearing, is also going to attend. I come from an IT background and I'm very happy to be a part of this group.

Jacqui: Archie is my only child, and I am a solo parent. I was very well supported and welcomed by the Helen and her team (at the Early Years Whanau Centre). This has really stuck with me and encouraged our connection with Deaf Culture. I have been a mental health nurse for the past 20 years.

- Election of new Chairperson: Jacqui Uhrbom elected as Chairperson for the next 12 months.

Financials for AGM:

Mathew Koning's notes for the past year shared by Sarah: There is a surplus for the year ending Dec 2020. There were redundancies due to the merger of van Asch DEC and Kelson DEC. Additional cleaning services (due to Covid requirements) and interpreter costs incurred last year. Due to a focus on staff staffing at home when being unwell, reliever costs at the Auckland Preschool were also higher than usual.

Jacqui and Crystal- Carried

Induction for new members:

Further induction will be provided at our next meeting in Term 4.

Governance and Management on our Board: Helen and Krista attend this meeting as they provided the perspectives of management to our discussion.

The other board members are an important voice as we need your perspectives as parents of current or ex-students.

Further Meeting Dates 2021:

- Term 4 – week 4 – Wednesday 10 November – Zoom/in person in Christchurch TBC

Karakia

Meeting closed 12 noon

ACTIONS:	
Add names of new members and Chairperson to our Charities website and contact them for bank information	Andrea
Share details of the Te Reo Māori PLD with Krista and her team as a possible form of PLD for them in the future.	Helen/Sarah
Meeting video between Liz Depree and Sarah to be shared with all Board members (with NZSL translation).	Andrea
The difference between Government and Management article to be shared to Shu	Andrea
Plan for Term 4 meeting to be held in Christchurch	Andrea

Chairperson, Deaf Education ECE Trust

Date