

## Deaf Education ECE Trust

### Minutes of meeting held 6 August 2025



**Present:** Sarah de Heer (Zoom), Krista Clifford, Susan Swolfs, Tania Drain, Emma Downie, Chelcie Dietrich

**Apologies:** N/A

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**Interpreters:** Holly Rikirangi, Catherine Winfrey

**Secretary:** Vanessa Burrows

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Welcome and Karakia

(A copy of these minutes to be given to Board Chair for signature after the meeting)

#### **Previous Minutes**

Minutes of 21<sup>st</sup> May were distributed prior to the meeting and confirmed to be a true and accurate record.

#### **Actions from Previous Minutes**

Updated Auckland Preschool Philosophical Statement shared.

#### **Correspondence**

- WINZ Form
  - Confirm preschool registered childcare provider with WINZ

#### **Head of Centre reports**

##### Preschool Auckland Report – taken as read

- Van Service
  - Increased demand noted 3 vans/10 children in 2024 compared to 3 vans/14 children currently.
  - Waitlist for 2 children/no space to accept for new enrolments on the van service.
  - Discussion around purchasing more car seats.
  - Van service unfunded (Ko Taku Reo covers cost).
  - Option for ECE Trust to approach community groups for funding/grants to open service to more children.
  - Enrolled School processes meaning children staying longer at preschool.
  - Discussed fee for van service would create barriers.
  - Permission form to include an agreement to encourage consistent use of the van service. Inform current families of waitlist for van service and request children come regularly or to communicate if there are issues.
  - The team faces a real dilemma in that if we take too hard line with families not using the van consistently and remove their spot, it's often the very children with language delays who most need to attend Ko Taku Reo preschool, risking a worsening of the problem.

##### Enrolments

- Increase in children with severe complex needs.
- Increase in children both diagnosed and undiagnosed or with trauma.
- Staff working hard but under extra pressure –won't be short term.
- Record message of support for preschool staff from ECE Trust Board.

##### Head of Early Years – taken as read

- Sleep room temperature increased with underfloor heating in operation.
- Early Years consultation closed and awaiting outcomes.
- ERO checklist termly provides board assurance, good process and evidence.

- Government planning to move regulatory over to ERO and likely Curriculum will sit under Ministry.

## Financials

### Financial report presented – taken as read

- Increased non-teaching staffing cost as using internal staff as relievers but not spending on external relievers.
- Staff employed by Ko Taku Reo not ECE Deaf Education Trust.
- Pressure to reduce deficit to zero balance - compromises safety and education for preschool children.
- Early Years budget meeting with Ko Taku Reo Finance Team to discuss mid-year tracking and 2026 budget coming up.
- All members agreed Tania Drain (Chairperson) to write letter to Denise Powell (Acting Principal) in support of retaining current staffing levels as an investment in better future outcomes.

## Policy Review

- Individual Plan (IP)
  - Collecting feedback.
  - Create plans for all children even without parent engagement.
  - ERO loved IPs on the wall - good evidence of high-level practise.
  - Agreed change name to Whanau Plan (WP) for more focus on whanau involvement supporting child and teachers for success.
  - Plan what adults surrounding the child can support the child with to work towards achieving goals - rather than focusing on what the child will achieve.

## General

- Translate policies to NZSL in order of priority (short version)
  - Philosophical Policy
  - Safeguarding Children Policy
- Confirmation around seconded positions (SDH, KC, SS) expected by term end.
- Recruitment for Executive Principal – announcement upcoming.
- Ministry of Education directed Ko Taku Reo return to full parent elected Board of Trustees taking over full responsibility for running school by October 2025.
- Value in having trustee on Ko Taku Reo Board with special interest in early years and understanding early childhood education sets children on a strong life path - share information with ECE Trust (ECE Trust Board members to consider).

<b>ACTIONS:</b>	
Individual Plan (IP) Policy update.	Susan
Van permission form to include agreement.	Susan
Record message of support.	Tania
Write letter to Acting Principal.	Tania
Translate Policies to NZSL (short version)	Krista

\_\_\_\_\_ Date \_\_\_\_\_

Chairperson, Deaf Education ECE Trust