

Deaf Education ECE Trust
Minutes of Annual General Meeting held 5th June 2018
at Kelston Deaf Education

Present: Kathryn Metcalfe - Chair, Charlene Irving, Helen King, Bernie Mulcahy-Bouwman, Lisa Dawson, Crystal Skinner, Kahlia Mabey

Secretary: Vanessa Burrows (for Rose Drummond)

Apologies: Rose Drummond

Interpreters: Sarah Blundell and Sue Williams

Karakia - Need to learn NZSL for this

Minutes from the previous meeting: Bernie questioned should Annual General Meeting minutes been posted publicly and go on the websites. Kathryn agreed need to back date and put minutes on KDEC and VA websites. Put all of previous minutes for AGM and non AGM up signed and ratified.

Move: Bernie, Seconded: Lisa, Carried

Chairperson's Annual Report

- Kathryn summarised the main points. CBOT asked us to hold on strategic goals until service delivery models finalised. Recommended we consult with BLENZ regarding nationwide structure. KAMAR will be used as a way to move forward tracking student achievement and identifying needs of students. Roisin doing a survey of stakeholders around strategic goals (Kathryn to discuss with Roisin).

Move: Crystal, Second: Lisa, Carried

Head of Centre Reports:

KDEC report: The report taken as read. Charlene summarised the main points.

- Discretionary enrolment - Bernie queried discretionary enrolment criteria. Charlene explained this is for children with a close connection with the community e.g. interpreters children, staff members children, children who may have cousin or extended relative who is deaf. There is a process and Margaret Carr involved in approving discretionary enrolments.
- Communication Groups - Self Review Curriculum made changes to delivery for deaf learners. Huge focus on communication groups with SLT and Charlene. Can record and document learning outcomes and goals better than in the past. Groups are based on similar IDP language goals with planning around that. These are on a daily basis for all the deaf children. Makes everyone aware of what the childrens goals are and we have to do something to achieve these goals, targeted activities and recorded so have proof. Made all staff members more aware of the importance to meet the goals for the children's language and communication. Our goal is to try and get some family involvement as well so this can be followed up at home.

van Asch report: The report was taken as read. Helen summarised the main points.

- Only enrol deaf and hard of hearing and their siblings, and CODA. No discretionary. 67% deaf and hard of hearing, fairly similar for sibling and CODA.
- Students only attend one session a week (with parent or caregiver).
- If family working they can't attend but children sometimes come with a grandparent or Aunt. Most of our students attend mainstream service as well as us and get support in the preschool RTD 3 years plus (Kathryn noted KDEC Preschool don't get any RTD support until the children are 5 which is an inequality - moving forward maybe there can be a change).
- Transport is a big one, but overcome with taxi transportation through the Ministry
- 21 per session and 11 or 12 would be our limit for a session 7 or 8 better.
- 7 new enrolments deaf and hard of hearing.
- Two families left which aren't recorded here. One moved to Auckland and one had study commitments.
- No pacific island families this year.
- Focus last year looking at assessments as had large group of children under 2. Parents attend every session so do assessment with parent and work with advisors.
- Around half of the students are Southern Cochlear Implant Programme.
- Te Whariki came out during the year so looked at that as well around our assessments.
- Added a couple of assessment tools and had conversations with advisors and SCIP around who doing what so not doubling up. Staff members had a personal goal around this. Goal 2018 ties in to refine our processes around involving parents in the different types of assessments we do. Work more explicitly with parents about why we do what we do. Evening get together once a term and when the preschool residential courses are happening. Xmas Party at the end of year.

Strategic Goals and Preschool

Bernie stated that with regards to the service delivery model, as a group preschool is really important. Have to think about everything if thinking national - so anything we can feed in would be really valuable. Shaping up some draft thinking - timeframe end of term, then to the Ministry. Kathryn to talk to Rachel and Roisin regarding consultation model, draft strategic goals, plus parent survey.

Move: Crystal, Lisa: Second, Carried

Financial Reports

Consolidated Income Statement YE 31 Dec 2017 Draft

Not received final accounts back from auditor so at this point of time accounts not available and will be tabled as soon as they are. No time frame at this point in time. Matthew.

Matthew recommends July AGM. To check if we can do this at that time of the year. Kathryn to do.

Election of Chairperson

Kathryn Metcalfe reelected.

Meeting closed

ACTIONS:	
AGM and non AGM Minutes (including back dated copies) to be posted publicly on the Website - signed and ratified - Pg 1	Kathryn/Rose
Discussion with Rachel and Roisin regarding consultation model, draft strategic goals and parent survey - Pg 2	Kathryn
Consolidated Income Statement YE 31 Dec 2017 - final accounts to be tabled when received back from the Auditor (Kathryn to check if we can do this at that time of year) - Pg 2	Matthew/Kathryn

 Kathryn Metcalfe
 Chairperson, Deaf Education ECE Trust

 Date