

Bellevue School Board Meeting

Wednesday 16 August 2023 – 6:30pm – virtual

Administration

Opening karakia, Kelvin welcomed Jeff Silverwood to the Board.

1.1 Present: Kelvin Russell, Annette Borgonje, Anne Smith, Mandy Mackay, Erin Bellhouse, Mary Sleep, Jeff Silverwood, Deeann Daniels (Deputy Principal presenting), Amanda Beauchamp (minute taker)

1.2 Apologies:

1.3 Declaration of interests: None

Kelvin confirmed that the agenda would be moved into a different order to allow Anne Smith (who is unwell) and Deeann Daniels (Deputy Principal sharing mid year data) to leave the meeting early.

3.1 Recommendation from Principal Report - Annette and Anne presented a recommendation that the teaching assistant role in Hub 1 Rocket Room be funded by the Board. Role has been funded from ORS or TA funding historically, however MOE requirements have changed and these funds can no longer be used in this capacity. The role is immensely valuable and multi-faceted and contributes to the smooth running of the Hub as a whole, with NE students receiving a warm welcome to school while building connections with families. Asking if the Board would consider funding \$21,120.00 per year to maintain three days worth of Rocket Room time for teaching assistant. Annette has confirmed with the accountant that funds are available to cover the cost. Only increase will be in relation to inflation as staff member at top of pay grade. Board discussed.

Kelvin moved that the Board accept the recommendation of Rocket Room teaching assistant funding for 2024 and beyond at a cost of \$21,120.00 per year. Unanimously passed for 2024, with any funding increase will be planned for in the annual budget.

Kelvin moved that the Board accept the recommendation of \$19,200.00 for supporting the safety of the ORS funded student in year 6 with additional teacher aide hours be approved and allocated. Seconded - Mary. Unanimously passed.

Anne Smith left the meeting.

3.2 Expert Presentation - Analysis of mid-year data - 189 students in the years 3-6 cohort - **Reading:** 80% achieving at or above expected curriculum level showing an improvement from 2022. Note that goals are end-of-year goals, cohorts have achieved or are tracking towards. **Writing:** 75% are at or above expected curriculum level. Goal of 85% for end of year. Data shows shifting dynamics in the student base, with lots of new ESOL students arriving since mid year who will be reflected in end of year data so likely to affect literacy outcomes. Data includes all students, including ORS and ESOL. Focus will be shifting from reading to writing in the second half of the year with strategies to encourage writing at each year level. **Maths:** Consistently tracking well for the last few years, no specific goals this year but still being monitored. Genders, Māori & Pasifika students are all tracking and achieving well, especially in Mathematics with teachers using culturally appropriate practices in their teaching. Working on ways to bring year 1 and 2 data to the Board in future. Board asked to pass on their congratulations to the teaching staff on their hard work and results.

Deeann left the meeting.

Board members introduced themselves for the benefit of new member.

1

This is a true and accurate record of the Bellevue Board meeting 16 August 2023.....


(BOT Chair)

1.4 Review actions from previous minutes

No	Action	Who	Timeframe(by...)
1	Board introductions/photos for 5/9 newsletter -	Annette/Kelvin	4/9/23
2	Long term hall hirer - written agreement/contract	Kelvin/Annette	By end Term 3
3	Collate feedback from consultation document	Board	7/9/23
4	TA funding \$ impact for rest of 2023 for Board to vote on	Annette	Done

No actions on PEB minutes.

1.5 Confirmation of Previous Meeting Minutes: Kelvin moved that the June Board minutes are accepted as a true and accurate record – seconded Annette. Agreed unanimously.

2. Strategic decisions

Board to look at Planning and Reporting toolkit link. Annette encouraged Board to look at Te Tiriti document and updated review of planning and reporting requirements documents in Board folder.

Term 3 School Docs Board Review - Three to do. A/P - Board to look at docs to review.

Review new Board code of conduct - To share on School Docs site? Carry over to next meeting. A/P - Read for next meeting so can adopt as code of conduct and add to School Docs site by next meeting.

3. Monitoring

3.1 Principal Report - Board reminded to read STA newsletters so Annette doesn't need to put extra information in her report. Taken as read. Covered some points for new Board member re ongoing consultation with families.

Recommendations - STA - review vaccination requirements for TAs under new Covid rules. A/P - Annette to check what other schools are doing. Need to make decision to suit our school. Board to think about and revisit/review if there is a challenge to the current stance on vaccination. Board discussed how to deal with if situation changes re immunocompromised student or staff. To keep status quo and review in term 4 - Covid vaccine only.

.5 Board Funded Teacher - Working very well, the continued funding for this cohort has paid off and the support has worked extremely well with more settled behaviour and learning in the hub with a large number of students and many with extra needs. Annette moved that the Board continue to fund this support for a final year in 2024. Mary seconded. Unanimously passed.

Out-of-Zone spaces for 2024 - Currently accepting up to 20 throughout the year across the school, considering changing that to New Entrants only due to high number of unexpected enrolments received recently with many being in years 5 and 6 where classes are already full. Board discussed not restricting places to NE but to consider on a case-by-case basis. Annette moved that the Board approve 20 out-of-zone places for years 1-4, but assessed on a case-by-case basis. Mandy seconded. Unanimously passed.

Principal delegation for support staff review - needs to be minuted. Kelvin moved that the Board delegate the support staff review role to Annette. Erin seconded. Board unanimously approved. Information is in the principal report.

Board Member's leaving gift and farewell - Annette asked for options for date to do this with from Board. Annette to liaise with Feta and organise possible dates.

Staff/Student consultation - link in report.

Teacher Settlement from MOE - Teachers funded by the bulk grant had their settlement lump sum paid from this funding , not from the Ministry via Teacher Salaries. Had no opportunity to move staff to teacher salaries so cost has been borne by school. NZEI and NZPF are challenging this decision with the Secretary for Education.

3.3 Data Analysis - Attendance Reports - Supplementary - Term 1 2023 - haven't fully recovered since Covid but attendance is tracking well compared to other schools locally and nationally. Low attendance students are due to sickness. Key points taken as read.

3.5 Finance – June and July finance reports - Electricity issues have been resolved and refund received. Water issues ongoing. Available funds forecast for recommendations - to look at items to plan for using surplus funds . Reports read and accepted.

Additional Principal funding of \$6,000.00 coming from MOE - to go into available funds as can't be tagged principal's wellbeing next year. Accountants advice to enable Principal to use this in 2024 instead of for the remaining 3 months of 2023 is to draw from available funds through a deficit budget of \$6,000 for 2024. Principal to inform Board about use of this \$6,000 and seek Board approval to use in 2024 at next meeting.

Resolution: Kelvin moved that the Board resolve to apply to Pub Charity Limited for the sum of \$864.35 for the purchase of a Complete Sensory Room Package. Annette seconded. Unanimously passed.

3.6 Property Report

Major Property Monitoring doc - new timeframe for admin block remediation work to be completed - now end of week 2 term 4 at the earliest due to unforeseen issues. Annette has another new MOE property adviser, she is being assisted in applying for funding of the accessibility ramp to the senior block.

3.7 Fundraiser Report – Feedback is being collected on the hangi fundraiser online. Wine fundraiser is planned for term 4 to catch the Christmas period. Kids Artwork fundraiser will be a bit earlier this year to catch overseas Christmas posting deadlines. Bake sale pencilled in for 8/12/23. Fundraisers have asked if they can assist on the whole school Circus Day or add in a fundraiser then. Committee numbers are still at five.

4 Strategic Discussions

4.1 Exploration of specific issue or project

Board Vacancy - Filled by by-election. Board member register has been updated to include new member Jeff Silverwood.

Consultation - Sub-committee group to collate themes of Growing Community Conversations meeting 7/9/23, 6-7pm Room 2.

4.2 Board PLD/Networking - Webinar 8/8/23 - Annette shared key takeaways. 17/10/23 - Register through link in agenda. Board to work through other PLD options.

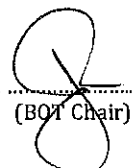
5 Identify agenda items for next meeting - Code of Conduct. Fundraiser's wishlist prioritisation review.

6 Administration

6.2 Correspondence - Matakui holiday programme are looking for a place to operate in and have requested the Board consider the use of some of our classrooms. Board discussed and agreed that it was in conflict with Kapai Kidz, our existing holiday programme provider. Annette to respond with Board decision.

3

This is a true and accurate record of the Bellevue Board meeting 16 August 2023.....


(BOI Chair)

6.3 Attendance trends from 2018 - 2023 to monitor impact of covid shared through agenda as requested.

6.4 Public Exclusion Business - Board moved into PEB at 9:48 pm.

7 Meeting Closure

7.1 Comments on meeting procedures and outcomes -

Keep/Stop/Start - Keep doing what we're doing.

Closing Karakia.

Confirmation of Next Meeting: 6 September 2023 6:30pm - virtual

Meeting closed at 9:57pm.

Action points from meeting:

No	Action	Who	Timeframe(by...)
1	Board introductions/photos for newsletter - Annette to send out examples and put on website with Facebook links	Board	5/9/23
2	Long term hall hirer – written agreement/contract	Kelvin/Annette	By end of Term 3
3	Collate feedback from consultation document - Board members, Annette, Kelvin, Mary, Mandy and Erin to meet in Room 1 Thursday 7/9/23 at 6-7pm	Board	7/9/23
4	Term 3 School Docs review	Board	6/9/23
6	Establish what cluster schools are doing re removal of covid vaccine requirements for TAs	Annette	Term 4 meeting
6	Board to review new Board Code of Conduct	Board	Next meeting
7	Fundraisers wish list prioritisation review	Board	Next meeting
8	PEB action point - Kelvin to share Executive Summary with Board	Kelvin	ASAP

Next Board meeting 6 September 2023 6:30pm – virtual