

Bellevue School Board Meeting

Wednesday 6 September 2023 – 6:30pm – virtual

Administration

Opening karakia.

1.1 Present: Kelvin Russell, Annette Borjonje, Mandy Mackay, Mary Sleep, Jeff Silverwood, Amanda Beauchamp (minute taker)

1.2 Apologies: Anne Smith, Erin Bellhouse

1.3 Declaration of interests: None

1.4 Review actions from previous minutes

No	Action	Who	Timeframe(by...)
1	Board introductions/photos for newsletter - Annette to send out examples and put on website with Facebook links	Board	Done
2	Long term hall hirer – written agreement/contract	Kelvin/Annette	Term 4
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	Done
4	Term 3 School Docs review	Board	Done
5	Check vaccine requirements for Covid-19 at other local schools - abolished, to remove from our documents in due course	Annette	Done
5	Board to review new Board Code of Conduct	Board	Done
6	Fundraisers wish list prioritisation review	Board	Done
7	PEB action point - Kelvin to share Executive Summary with Board	Kelvin	Done

No actions on PEB minutes.

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

2. Strategic decisions


FYI - Final School Planning and Reporting Toolkit and resources - Board to read.

2.1 Strategic decisions made if required

1) Term 3 School Docs review - three policies for Board to review by 22 September 2023: Inclusive Education, Maori Educational Success, and Learning Support. Query if policies are able to be personalised to our school - yes but at a cost, unless amendments requested by lots of schools. Board to keep Bellevue in mind when reviewing docs and how it looks for us.

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 (BOT Chair)

2) Review new Board code of conduct - Board reviewed. Kelvin moved that the Bellevue School Board accept and adopt the new Code of Conduct for state schools from the Ministry of Education. Mary seconded. Agreed unanimously. A/P - Annette to sort getting new Code of Conduct in School Docs.

3) Board agreed to remove Covid-19 risk assessment from agenda.

3. Monitoring

3.1 **Principal Report** - taken as read.

Recommendations - 2024 term dates approved. Mandy asked how extra days were added to the school year if needed because of strike days etc. A/P - Annette to investigate.

Extra ballot for out-of-zone enrolments advised by MOE to accommodate sibling of current pupil whose family moved out of zone. Approved 16 August.

Annette moved that the Board agree to accrue \$6,000.00 Principal Wellbeing Fund to be used in 2024 for continuing coaching and professional supervision with leadership advisor into available funds and tagged for this use. Kelvin seconded. Agreed unanimously. Required to record what these funds are used for - accountants taking care of this.

Annette's current leadership advisor is retiring, but will continue to work with her.

Accessibility ramp from senior area to field - was raised that it may be difficult for the wheelchair to work on the field. Possibility that instead of a ramp, we look at an accessible playground by the fence and slide. Board to look at and see if MOE will fund or part fund with the Board /grants funding part. Does the student need to get to the field in an evacuation? A/P - Annette to investigate.

3.5 **Grants** - update in Principal report. No resolutions. Amanda meeting with Tracy from Johnsonville Charitable Trust to discuss funding options for this and other large projects - possibility of large projects being funded across a number of years. A/P - Annette to ask Tracy to send information through.

3.6 Property Report

Major Property Monitoring doc - Delay to administration block refurbishment, earliest end date is now 16 October, week 2, term 4. Jeff asked if there was any final 'wrap up' meeting when projects concluded, with learnings on how to better deal with construction to minimise disruptions, deal with architects etc. Not done currently. Annette and Jeff are aware of the issues of this project and with frequent turnover of MOE property advisors.

3.7 **Fundraiser Report** – Wishlist prioritisation. Aligned to goals 1.3 and 1.3.2. SLT have highlighted their priorities for the school. Shade options and playground equipment for Seniors area - this could become part of a funding application to the Johnsonville Charitable Trust. Rebuild of the Little House - will look at student/community input into the design. A/P - Mandy to look into shade options and write proposal for pencil wall. A/P- Annette to get student ideas via student council/feedback box and forward to FUNdraisers.

Discussed looking at fundraising ideas outside of school, not relying on our families all the time (eg Dough Raiser via Domino's). To focus on senior area of school at the moment. Planning to have another start of year picnic and book sale - these events bring people into the school and make connections. FUNdraisers starting to plan events for 2024.

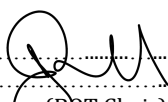
4 Strategic Discussions

Code of Conduct - done.

4.1 Exploration of specific issue or project

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(BDT Chair)

Hautū Cycle - Now in readiness phase. Kelvin presented on Ka Hikitia and Board discussed.

What does success look like for our Māori community and how can we help facilitate it? To look forward and be future focused from a Māori perspective being aware of where our system has a 'western' approach. Look at how we integrate this into MOE requirements - currently through play and self-directed learning, gifted and talented, whole picture of children. Board agreed that they are currently in Phase 1 emerging understanding and looking to develop. A/P -Board to read up on Ka Hikitia, look at the questions and understand more about the process. Will look at phases 2 and 3 at next meeting and dig deeper. Board committed to Hautū in term 4. Timeline - term 4 meeting 1, Leadership self-review. Term 4 meeting 2, Representation. This will inform the priorities in the strategic goals and annual plan. Term 4 meeting 1 - review if an out of cycle meeting is needed to discuss Hautū in more details. No immediate time pressures with this process, better to go slowly and do it right.

4.2 Board PLD/Networking - Planning and reporting webinar 17 October. Te Tiriti o Waitangi cluster meeting 11 October. A/P - Kelvin to forward information on cluster meeting to Board.

5 Identify agenda items for next meeting -

Hautū

Feedback on planning webinar

Te Tiriti o Waitangi session

Update on Turangawaewae mural

Out of cycle meeting for strategic planning before next Board meeting

Board Christmas function

6 Administration

6.3 General Business - Staff EOY Christmas function on 7 December, clashes with last Board meeting. Board meeting now scheduled for 13 December.

Turangawaewae mural - Hub 4 are looking at improving areas of the school i.e. litter pick up, soccer posts on field, and a mural. Proposal to put mural in new admin block area, with QR codes with captions to scan and see Bellevue children talking about our school. Also discussed the possibility of including NZSL signing. They have an artist in mind (former pupil, will cost approximately \$3,000.00 - funded from Board and fundraising?). Children from Hub 4 will present the proposal to the Board at the next meeting and it can be considered to fit into 2024 budget.

6.4 Public Exclusion Business - Board moved into PEB at 9:02 pm.

7 Meeting Closure

7.1

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

Closing Karakia.

Confirmation of Next Meeting: 25 October 2023 6:30pm - virtual

Meeting closed at 9:05pm.

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(BOT Chair)

Action points from meeting:

No	Action	Who	Timeframe(by...)
1	Put new Board Code of Conduct in School Docs	Annette	?
2	Find out how additional days added to school calendar	Annette	?
3	Accessible way to get wheelchair user to field in event of an evacuation	Annette	?
4	Johnsonville Charitable Trust funding information from Tracy Hurst-Potter	Annette	?
5	Proposal for pencil wall & shade options	Mandy	?
6	Student feedback for playground/equipment in senior area - to FUNdraisers	Annette	?
7	Ka Hikitia - read about and look at questions/phases	Board	Next meeting
8	Forward information on Te Tiriti o Waitangi Cluster meeting to Board	Kelvin	ASAP