

# Bellevue School Board Meeting

Thursday 23 May 2024 – 6:30pm - In person

## Administration

- 1.1 **Present:** Kelvin Russell, Annette Borgonje, Anne Smith, Mandy Mackay, Erin Bellhouse, Mary Sleep, Amanda Beauchamp (minute taker)
- 1.2 **Apologies:** Jeff Silverwood
- 1.3 **Declaration of interests:** None
- 1.4 **Review actions from previous minutes**

No	Action	Who	Timeframe(by...)
1	Board to look at strategic plan and add evidence to review Hautu Stewardship at next meeting	Board	To do tonight

Nothing from PEB minutes.

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

## 2. Strategic decisions

- 2.1 Term 2 School Docs Board review – A/P) – by end of T2 – will be checked at the next meeting.

## 3. Monitoring

- 3.1 **Principal Report** – read and accepted by the Board.

## Recommendations –

- 1) Currently working with ERO on compliance – new requirement of the Children’s Act for specified offences - recommended that existing Board members be police vetted.
- 2) Consider new approach to student achievement data for Board monitoring. Currently year 1s removed from data. Proposing only reporting on students that have been at Bellevue for a year or more (mid and end of year) to be able to identify interventions and resourcing that are working. Board discussed importance of having a full picture of all students. Discussed reporting on different groups of students individually to include those who have been at Bellevue less than one year, those more than one year and also consider how we are monitoring progress of ELL students.
- Incident involving dysregulated student where police were involved in term 1 – student’s medication has been reviewed and family are supportive.
- Directed enrolment – transition meeting Friday 24 May. Student is currently learning at home and will be introduced to school through a graduated transition increasing from one hour a day to half days initially to support establishing positive relationships. Resourcing being allocated to support Year 6 teachers

wellbeing, provide time to work with new student and acknowledge leadership. Will also be supported by SLT.

- Learning Through Play in Hub 5 is working well, including real life learning, eg bake sale.
- Upcoming 3-way conferences – changes have been made in light of feedback from families in 2023; current approach aims to combine best reporting practice with wishes of families. Now optional to include or exclude students as appropriate. Consideration given to challenges of honest clear feedback for ELL families with student present. Balancing preparation workload for teachers also considered. Will continue to encourage families to bring their children, encouraging positively framed, growth focused discussions. The library will be open for children to go to if parents want to talk privately with the teacher. Will be teacher led – including what the student is doing well and next steps. Children continue to be involved through Seesaw and Learning Celebrations. To be noted as responding to actions in Strategic Plan from parent consultation.
- Objective 2 – Barrier Free Access – ELL students – RTLB in Year 6 working with teachers to use ELLF framework for students with no/low English. To share with whole staff for sustainable practices in the future

### 3.2 Expert Presentation

Anne Smith presented: Hub one currently has 40 new entrant students with another nine on the projected roll due to start by the end of Term 2. Twenty more students expected in terms 3 and 4 – 69 students by the end of the year that we are aware of. Enrolments are coming in later allowing less room for planning. Anne to contact local kindergartens and ECE centres that feed into Bellevue to request earlier notification of enrolment. 43 students currently in Hub 2 – Hubs 1 and 2 work collaboratively to allow flexibility for Learning Through Play, BSLA etc.

The students in Hub 1 have a very large percentage of needs – behavioural, ELL (many with no English), speech, eating and toileting, anxiety and trauma, as well as neuro diverse.

New NE appointment – roll growth teacher for room 4, other schools have similar issues. Room 4 will have a 3/2 day split with two teachers. Has been appointed. Asking for \$50K additional funds to cover room 4 teachers. Depending on sickness may be able to cover some of this with existing budget for Additional Staffing.

A/P – Annette to put in newsletter – scarcity of relievers and possibility of closing hubs if unable to find relieving teachers.

This is a systematic issue of school's being inundated with students with complex needs – other children's educations can suffer – under resourced – doing best with what we have. What can the Board do? Principals/Boards submissions to MOE. A/P – Erin to look up other local Board's emails and contact them in this regard.

Junior hubs are doing the best they can with the resources they have but this cohort has many challenges that are not supported by MOE. Board keen to support in any way possible.

### 3.3 Data Analysis

Board to look at attendance report.

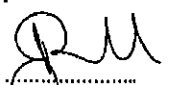
A/P Annette to send Term 1 Attendance analysis to Board.

### 3.4 Exploration of key result area (goals)

Directed enrolment – as above. Board preparedness/questions. Annette shared processes re stand down/suspension procedures that may need Board involvement. Information in Board folder/drive.

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This is a true and accurate record of the Bellevue Board meeting 23 May 2024.....

  
(BOT Chair)

### **3.5 Finance**

Erin reviewed March and April reports.

Resolutions – It was resolved that an application be made to the New Zealand Community Trust for the sum of \$8,517.17 ex GST to provide bus transport for the whole schools' swimming lessons. Erin moved, 2<sup>nd</sup> Mandy – passed unanimously.

Pub Charity – It was resolved that an application be made to Pub Charity for funding for the amount of \$1,024.00 ex GST for bus transport for our year 6 students to and from senior camp. Erin moved, 2<sup>nd</sup> Mandy – passed unanimously.

### **3.6 Property Report -**

Two projects started – as in Principal's report. Annette is updating the property document. Meeting re ramp on 6 June. Junior block class refurbishment – Board to look at information regarding installing the doors at the same time as doing the current work (planned not to be able to be installed due to lack of funds, more cost effective to install now – able to use available funds for this purpose). A/P – Annette to share updated information to Board between meetings.

Accessible playground/fee structure – parked. To apply to more funders/trusts for this.

Syranese property management – for next meeting.

Shade options – two extremes – to park and reconsider at the end of the year due to disruption to senior block with current work projects. A/P – Annette to inform fundraisers.

### **3.7 Fundraisers**

To refresh procedures for working with Board and inform FUNdraisers of update – confirmed that Board makes the final decisions on where funds are spent and the fundraising committee work to that. Fundraising committee is essentially a sub-committee of the Board. Decision to revisit procedures early 2025 as essentially new Fundraising committee then.

## **4 Strategic discussions**

### **4.1 Exploration of specific issue or project -**

Stewardship review – to do outside of Board meeting. A/P Board to get feedback to Kelvin by 5 June. A/P – Hautu – Board to do by next meeting. Board conference – next meeting.

## **6 Administration**

### **6.3 General Business -**

Annette thanked the Board for her leave for overseas holiday. Reminded members about Board newsletters.

Mandy reported on how she has worked with council/parks to improve the school environment. Council will be spraying blackberry in two areas of the school and supplying 314 plants which will be delivered at the end of May. Able to get more plants next year. People have volunteered to plant – may be able to get some students to help as well. Trees by driveway by Newlands Park have been assessed by council and will be trimmed also.

**6.4 Public Excluded Business** - entered at 8:57pm Out at 9:02 pm.

**7 Meeting Closure**

Closing Karakia.

Meeting closed at 7:04pm.

**Next meeting: Thursday 20 June 2024 – 6:30pm – 8:30pm virtual**

**Action points from meeting:**

No	Action	Who	Timeframe(by...)
1	Term 2 School Docs review	Board	20/6/24
2	Annette to put in newsletter – scarcity of relievers and possibility of closing hubs if unable to find relieving teachers.	Annette	ASAP
3	Contact other local Board’s regarding submissions to STA and MOE re under resourcing.	Erin	Term 2
4	Share updated information regarding costs for installing doors R3-6 to Board between meetings	Annette	As needed.
5	Inform FUNdraisers of shade sails decision.	Annette	ASAP
6	Stewardship review feedback to Kelvin	Board	5/6/24
7	Hautu	Board	20/6/24
8	Annette to organise police vet forms to go to Board	Annette	ASAP
9	Annette to share stand down, suspensions & T1 attendance monitoring via email.	Annette	ASAP