LYALL BAY SCHOOL BOARD OF TRUSTEES (BOT)

Minutes of the Meeting Held on Monday, 8 May 2023

Present: Melanie Dean (Principal), Lloyd Percival (Presiding Member), Karl Emson, Vito Lo Iacono
Apologies: Julia Blackburn (Vice Presiding Member), Matt Hunt, Amanda Luxford
Meeting: Opened at 7.00pm

Item	Discussion/Decision	Action	Responsibility	Timeframe
1. Administration				
Welcome	Lloyd opened the meeting with a Karakia.			
1.1 Declaration of Interest	There were no declarations of interest within this agenda.			
1.2 Approve Change of Agenda if Necessary	Karl moved to approve the changes to the Agenda. Melanie seconded.			
1.3 Confirmation of Minutes	The minutes of the meeting held on 20 March 2023 were accepted as a true and correct record.			
1.4 Actions from Previous Meeting	The actions from the previous meeting were mostly completed.			
2. Decisions				
2.1 Policy Reviews:	EONZ policy – it's kept up to date by them.			
Education outside the classroom	All EOTC forms are then given to Melanie to sign off on.			
Item	**Discussion/Decision**	**Action**	**Responsibility**	**Timeframe**
3. Discussions				
3.1 2022 Strategic Plan - Āwhinatia: Build Connections: Connect Learners & Community				
Community Engagement	We went through the upcoming events and the Board discussed who would attend what.	Hui – Lloyd and Vito Cross Country – Lloyd and Karl		
Getting to know our whānau	Melanie shared an Infographic around Ngāpuhi Iwi. 23 of our Tamariki identify with this Iwi.			

3.3 Wellbeing	17 staff members took up the offer of having their Influenza Vaccine and 5 also had the Covid Vaccine.			
4. <u>Monitoring</u> **4.1 Principal's Report**	Karl questioned why the budgeted income was down compared to the report from March.	Melanie to check and report back.		ASAP
5. <u>Formal Meeting Closure</u> **5.1 Review of Actions**	. Lloyd closed the meeting with his Mihi.			

The meeting closed at 7.25pm. Next Meeting: 7.00pm, Monday, 12 June 2023.

These minutes are accepted as a true and correct record.

Chairperson: _____ **Date:** _____

Action Points:

BoT Member	Action	Timeframe
All	Attend upcoming opportunities as they present and when Board members can be available.	At appropriate times
Melanie	Agenda changes to be added to the next agenda.	ASAP
Melanie	To contact ed services about budget %	ASAP
Lloyd	Write up a piece for the newsletter.	ASAP