LYALL BAY SCHOOL BOARD OF TRUSTEES (BOT)

Minutes of the Meeting Held on Monday, 18 March 2024

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

Item	Discussion/Decision	Action	Responsibility	Timeframe
1. Administration				
Welcome	Melanie opened the meeting with a whakatauki.			
1.1 Declaration of Interest	There were no declarations of interest within this agenda.			
1.2 Approve Change of Agenda if Necessary	There was only one change to the Agenda – moving 3.4 Beach School to the first topic so that Jo could leave.			
1.3 Confirmation of Minutes	Matt had closed the previous meeting with a karakia, not a whakatauki. Lloyd amended the minutes of the meeting held on 19 February 2024 and then signed them as a true and correct record.			
1.4 Actions from Previous Meeting	All actions were completed or are underway.			
2. Decisions				
2.1 Policy Reviews: Te Tiriti ō Waitangi Board Responsibility	Karl had read through the reviews and said no changes were necessary at this time.			
3. Discussions				
3.1 ERO Update	Melanie has a Zoom meeting with ERO tomorrow morning. ERO will be looking at the cellphone policy and the new legislation for one hour per day of reading, writing and maths. They will also discuss work going forward during the review.			
3.2 Curriculum: Maths	As read. Melanie explained that this was information regarding diversifying the Maths curriculum. Jo will be working with small maths groups, eg, children who've found maths quite difficult and an extra boost for others if the trial group is successfully making improvements.			

Item	Discussion/Decision	Action	Responsibility	Timeframe
3.3 Wellbeing	There will be a hot cross bun morning tea put on to celebrate the Easter break Thursday, 28 March, and there will be food provided for teachers for the upcoming Learning Conversations. The Board & Staff barbeque was a great success which everyone who attended enjoyed.			
3.4 Beach School	Jo presented her Beach School initiative. She got the idea from children attending Nature/Forest Schools and had some coaching from a teacher in England about how and where to begin. The children are loving Beach School. Teachers are consistently monitoring their activities & play and are aware of risks, eg, collapsing structures, fire bans, tsunamis, etc. Jo said they will be pulling down any structures and filling any holes dug when they leave the beach. Karl suggested Jo survey the children to find out who has never spent time at the beach before which could have interesting results. Jo said the children have, so far, reported the sand as the only downside!			
3.5 Topic of Interest	It was agreed to leave this section in the Agenda and add a topic when there is a topic someone would like to talk about/present.			
4. <u>Monitoring</u>				
4.1 Principal's Report	As read. Matt questioned writing results. Melanie said they are similar to other years. Amanda is going to work with small groups to support these learners. Huetepara will be using BSLA, and they are hoping to see good results after the first 10 weeks or so. Management will be keeping a close eye on what is happening. The breakdown of the attendance graph does not add up to 100% because not all aspects are included, .4 unexplained absences isn't too bad.	Update the attendance data in report.	Melanie	ASAP
	Matt was concerned about our dropping roll. The Turning 5 Party will be held on Wednesday, 10 April, and Amanda will reach out to local ECEs to ask if they'd like a poster to advertise it? Only enrolled children are invited to the party.	Contact local ECEs to offer a Turning 5 Party poster.	Amanda	ASAP
4.2 General Business	All agreed that the FoLBS' Summer in the Bay was a great success at EBIS. It was well attended and great fun for all. Matt closed the meeting with a whakatauki.	Write a piece for the newsletter.	Karl	ASAP

The meeting closed at 7.55pm. Next Meeting: 7.00pm, Monday, 13 May 2024.

These minutes are accepted as a true and correct record.

Chairperson: _____ **Date:** _____

Action Points:

BoT Member	Action	Timeframe
Melanie	Update the attendance roll.	ASAP
Amanda	Contact local ECEs to offer a Turning 5 Party poster for enrolled children.	ASAP
Karl	Write a piece for the newsletter.	ASAP