

**BROWNS BAY SCHOOL
BOARD OF TRUSTEES MEETING
26 October 2023 - 6.30pm**

Present: Peter Mulcahy, Jin Feng, Michael Corbett, Stanley Zhang, Tanya Sheppard,
Nicola Gamble, Jen Iversen, Liz Hammelburg, Jo Hewitt

Minute Taker: Sue Moscrip

Apologies: Mark McDonald

BOT Board No Conflict of Interest was revealed.

Confirmation of previous minutes

Moved: Jin

Seconded: Tanya **Carried**

Matters Arising:

Cyber Testing – Cherie and Peter are working on this with New Era.

Health Consultation – Meetings with Life Education have been hindered by the facilitator’s personal circumstances. The discussion will still be had with Life Education, but it is looking like the Year 6 teachers have seen more value in the Next program for a pubertal teaching program.

Risk Management – Agenda Item

Swimming Pool – Agenda Item

Correspondence – Tabled

BOT October Hours – Recorded

REPORTS

FINANCIAL:

Peter presented the September accounts. Peter moved the adoption of the September 2023 accounts.

Seconded: Michael **Carried**

PRINCIPALS:

BOT Morning Tea – Tuesday 28 November – Jin will attend.

The Principal’s Report was taken as read.

Peter moved his report.

Seconded: Jin **Carried**

Success for All Report – Liz summarised her report on Learning Support and ‘Success for All’. One of the main take aways for the board was that there are severe delays in being able to procure the necessary help for students struggling with a range of needs. Liz and the SLT along with the Learning Support staff are doing all they can to develop strong relationships with the students/families, adapting to their individual needs and enabling them to feel safe and supported at school but more funding and specialty intervention is still desperately needed.

Curriculum and Professional Development Report – Jo overviewed this report which explained many of the curriculum initiatives throughout the school and highlighted the many ways in which staff are participating in Professional Development.

PM

PM

*All
Board*

GENERAL BUSINESS:

Staffing 2024 – Emailed Motion

Peter moved that the staffing of classrooms for 2024 remains at 2023 levels with BOT funds used to fund extra teachers.

Peter moved to ratify the decision

Board unanimous Carried

Peter moved that the staffing is confirmed for 2024.

Peter moved to ratify the decision

Board unanimous Carried

Swimming Pool Usage – Peter tabled a revised plan for opening the school pool for community use outside school hours. The board agreed with the clarified position on operating the pool. The BOT made the decision to keep the pool fee and bond amount the same as the 2023 amount - \$80 pool use fee and \$20 refundable pool card bond.

2024 Parent Donation – The BOT decided to maintain the 2023 level of \$250.00. The full amount for each of the first two children in the family at BBS and a 50% reduction for the third and subsequent children (applies to full year). The donation will continue to be staggered depending on enrolment across the year e.g. Term 1 - \$250; Term 2 - \$195; Term 3 - \$130; Term 4 - \$65.

Peter moved that the Parent donation be confirmed at the existing amount and continue to be requested at a descending amount as the year progresses.

Seconded: Stanley **Carried**

EOTC 2024 Approval – Jo presented an overview of Outdoor Education in 2024.

Peter moved that the Education Outside the Classroom Programme for 2024 be approved in principle.

Seconded: Michael Carried

Risks to School – Peter tabled a document listing ‘What could put a school or its students at risk?’, as collated by NZSTA. The Board discussed. The decision was made that it would be beneficial to review these risks periodically. A table will be created and added to the Strategic Plan for Term 1 2024.

PM

Draft Strategic Plan 2024 – 2025 Overview – Peter ran through the draft Strategic Plan, updating the BOT with the most recent updates and amendments. Amendments may still be made subject to MOE changes and related ‘new government’ decisions, this will continue to be addressed in 2024.

Meeting closed at 8.55pm

In Committee at 8.55pm

The Board went In-committee to discuss Property and a Stand Down Decision.

Exclusion of the Public: Local Government Official Information and Meetings Act 1987

The Board resolved that the public be excluded from that part of the proceedings of this meeting but agreed that the appropriate processes would be adhered to and followed.

The grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 (“The Act”) for the passing of this resolution is that the public conduct the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reasons for withholding it exist, namely to protect the privacy of the person for whom it concerns (Section 7 (2) (a) of the Act).

Out of Committee: 9.25pm

Meeting Closed: 9.25pm

Next Meeting: Thursday 23 November 2023 – 6.30pm