



Board Minutes

Tuesday 24 June 2025

6:30pm - 8:00pm

School Staffroom

		Actioned
1	Meeting protocol	
	1.1	Karakia
	1.2 Present & Apologies	<p>Present: Bryan Trevean (Principal), David Grigg (Presiding Member), Andrew Rodger, Jenn Gilbert, Sunita Mistry, Rachelle Time & Amelia Fellerhoff (Staff Representative)</p> <p>Apologies:</p> <p>Minute taker: Jude Burcher</p> <p>Other Attendees: Linda Ojala (DP)</p>
	1.3 Declaration of interests	No new or changes to declarations of interests
1.4 Actions Update	<p>Action</p> <ul style="list-style-type: none"> ● Update the Community Consultation Plan ● Change the wording to include adults being harmed by students both physical and psychological on behaviour response document ● Community Update for the Newsletter - upcoming board elections 	<p>Complete</p> <p>Complete</p> <p>Complete</p>
1.5 Minutes of previous meetings	<p>Motion 1: That the Board confirms that the previous minutes, dated 20 May 2025, are a true and correct record</p> <p>Resolution: The Board confirms that the previous minutes, dated 20 May 2025, are a true and correct record</p>	<p>Proposed: David</p> <p>Accepted: Andy</p> <p>Passed</p>
2	Presentation	
3	Strategic Discussion/Decisions	
	3.1 Community Consultation Planning	<p><i>Papers circulated prior to the meeting</i></p> <ul style="list-style-type: none"> ● Linda facilitated an UDL process to help the board to identify barriers/possible solutions to gaining feedback from our school community. ● Video launch has been created. ● Children and teachers will carry out their task in Week 1 and 2.

	3.2 Board Self Review	<p><i>Papers circulated prior to the meeting</i></p> <ul style="list-style-type: none"> • Topics were discussed at the meeting as scheduled 	
	3.3 Board Elections	<p><i>Papers circulated prior to the meeting</i></p> <ul style="list-style-type: none"> • It is likely that we will have positions available. • Jinesse Taylor has been appointed as the returning officer • Elections timeline is set as per the timetable 	
4	Monitoring		
	4.1 Principal's Report	<p><i>Papers circulated prior to the meeting</i></p> <ul style="list-style-type: none"> • Personnel update provided including govt decision to disestablish Resource Literacy role and Kāhui Ako • Student Achievement Reports and Attendance Reports will be sent to parents this week • Acoustic panels in Room 9 & some sewer/drainage scoping will be completed during the term break <p>Finance</p> <ul style="list-style-type: none"> • Annual accounts have been finalised and signed. Still waiting on Annual Report from auditor <p>Health & Safety Hazard Register</p> <ul style="list-style-type: none"> • The board is assured that identified hazards are being monitored and/or controlled, and that measures are being re-evaluated to check their adequacy <ul style="list-style-type: none"> • Leak in Room 6 Resource Room Ceiling • Leaking around the Flue for Gas Rinnai • Heater in reading recovery room faulty • Heat pump in room 5 not working • Front gate damaged <p><u>Motion 4:</u> That the Board accepts the 24 June Principal's Report as presented <u>Resolution:</u> The Belmont School Board accepts the 24 June Principal's Report as presented</p>	<p><i>Proposed: Amelia</i> <i>Accepted: David</i> <i>Passed</i></p>
	4.2 Finance Report	<p><i>Papers circulated prior to the meeting & discussion held</i></p> <ul style="list-style-type: none"> • The board finance sub-committee agreed by email that the term investment -0079 be reinvested for a term of 6 months • No unexpected expenditure noted <p><u>Motion 5 :</u> That the Board accepts the May 2025 Financial Report as presented <u>Resolution:</u> The Belmont School Board accepts the May 2025 Financial Report as presented</p>	<p><i>Proposed: Jenn</i> <i>Accepted: Andy</i> <i>Passed</i></p>
	4.3 HAST Report	<p><i>Papers circulated prior to the meeting</i></p> <ul style="list-style-type: none"> • 4 new parents at the latest HAST meeting • Disco planned for next term along with the regular fundraisers 	
5	Meeting administration		

	5.1 Actions from this meeting	Actions from this meeting <ul style="list-style-type: none"> Progress with Community consultation 	To do: Bryan
	5.2 Community Update focus and responsibility	<ul style="list-style-type: none"> Update for the next newsletter <ul style="list-style-type: none"> Board election & board raffle Link to board minutes 	
	Other		
6	Meeting Closure		
	6.1 Agenda Items - next meeting	<ul style="list-style-type: none"> Community consultation Board elections 	
	6.2	Karakia	
		Meeting Closed : 8:00pm	
		Next board meeting – Tuesday 5 August 2025 Agenda closes – Tuesday 29 July 2025	
	Correspondence In	<ul style="list-style-type: none"> School Board Elections 2025 - Memo 1 SchoolDocs Advisory_ Mid term 2 updates Sector Update - Budget 2025 changes for Schools Sector Update_ Disestablishment of Kāhui Ako and Resource Teachers – Literacy and Māori 	
	Appendices	1. Board Agenda 2025-06-24 1.1 He karakia whakatuwhera 1.4 Actions Update for 2025-06-24 Meeting 1.5 2025-05-20 Belmont School Board Minutes signed 3.1.1 2026-2028 Strategic Plan_ Consultation Design (Belmont) 3.1.2 Imagine the Future Student Tasks 3.1.3 Consultation task for families 3.1.4 Belmont Health Consultation 2025 3.2.1 Self governance topics for review by meeting date 3.2.2 Ka Hikitia 3.2.3 Pacific-Education-Plan-2023-Summary 3.3.1 2025 Election Timetable 3.3.2 Election Handbook 4.1.1 Principal's Report to Board 24 June 2025 4.1.2 2025-05-31 Health & Safety Hazard Report 4.1.3 2025-05-31 Medical Report (amended) 4.2.1 2025-05-31 Finance Report 4.2.2 2025-05-31 Sensitive Expenditure & Gifts Register 4.2.3 Belmont School Term Deposit -0079 maturing 21 June 2025 4.3.1 HAST Update 4.3.2 HAST Minutes 11-06-2025 6.2 He karakia whakakapi	

This copy of the Belmont School Board Meeting Minutes has been confirmed as a correct and accurate record of the meeting held on 24 June 2025

Signed:.....
(Presiding Member)

Dated: 3/7/25.....

Board Members Hours

Number of Members at the meeting	7
Length of Meeting	1.5 hours
Preparation for meeting	
Time spent on other activities since last meeting	