

Minutes of the School Board Meeting

Date: 9 March 2026

Time: 6:00 pm – 8:15 pm



1. Administration

- **Present:** Stephen (Steve) Doran (Chairperson), Max Guptill (Deputy Chairperson), Erin Cairney, Simon Kahika, Zoe Foster (Staff Representative), and Ray Kelly (Principal).
- **In Attendance:** Michelle Ginders (Minute Recorder).
- **Apologies:** Abbie Gunning
- **Conflicts of Interest:** Steve Doran - Team Turf.
- **Welcome:** Steve welcomed everyone to the meeting.

2. Matters Arising (Action Points from 09.02.26)

- **Board Profiles:** Members still need to send Michelle a short blurb for the website.
- **Land Lease / Appointment:** Graeme is still looking into this.
- **Strategic Plan:** In Pack for approval.
- **Budgeting:** The register was emailed and is in the pack.
- **Cyclical Maintenance / 5YA:** Cyclical Maintenance was tabled at the meeting; 5YA will be sent as soon as it is received.
- **School Website:**
 - The meeting between Ray, Fia & Erin has happened, and Erin emailed the feedback to the Board.
 - Data Results have been included.
 - TV/Radio Station still in progress.
- **School Reporting & Student Trackers:** Ray is still to explain and send instructions for accessing.
- **BOT Meeting Dates:** Emailed, the 1st June meeting has moved to Tuesday, 2nd June.
- **Uniform:** To be discussed in the meeting.
- **Te Whakarōputanga:** No nominations for the Auckland Executive to date.

3. Professional Learning & Development (PLD) English / Professional Growth Cycle - Presented by Gillian Lolesi

- Gillian Lolesi shared a presentation with the Board explaining what this is and what the school will be doing this year.
- The Board discussed and asked where they can help, but at this stage, Gillian needs to work on this before she knows what is required.
- The Board would like this shared on the website along with the student voice.
- Gillian will share the presentation slide with Michelle Ginders

- The Board thanked Gillian for attending the meeting.

4. Strategic Aims & Principal's Report

- **School Roll:** The school roll is currently down by 43 students from the same time last year. A few families have been moving out of the area.
- **Attendance Targets:** Attendance is currently good.
- **Curriculum Targets:** 14 Classes checked with 100% curriculum coverage by all teachers for Reading, Writing and Maths.
- **Staff Development / Wellbeing:** The teachers have a Maths professional development day on the 16.02.26 (Teacher Only Day), and the Support Staff will have a session with Loren Hockey. Ray has arranged hot drinks for the staff tomorrow.
- **Row Growth Initiatives, Targets and Progress:** The school is undertaking a plan to enhance its digital profile; the school website will be redesigned.
- **Property:**
 - The playground officially opened on 6.02.2026.
 - Two removable bollards have been ordered.
 - Two new shade covers have been installed over the junior playground, and the Whare shade cover has been cleaned.
 - Cleaning of the shade structure will take place during the April holidays.
 - Self-Management of Property - A letter from the Ministry of Education was tabled at the meeting. It was for schools to express their interest in greater self-management of property services and projects. There are two options for continuing with the Ministry in charge or changing to the school in charge. Our current property advisor supports schools being in charge.
 - An updated Cyclical Maintenance was tabled at the meeting; this will need to be approved by the Board at the next meeting.
- **Board Assurances:**
 - Assured:
 - Risk Management
 - Planning and Preparing for Emergencies, Disasters, and Crises
 - Learning Support
 - Health Education
 - Health, Safety, and Welfare Policy
 - Worker Engagement, Participation, and Representation
 - Health Support
 - Digital Technology and Online Safety
 - Pending:
 - School Planning and Reporting
 - Not Applicable:
 - Boarding House/Hostel Policies
- **Kāhui Ako:** The school will continue to work with schools across the now-dissolved Kāhui Ako. Ray will continue to use this name when reporting on shared events across our regional schools.

- The school will host the Rehu Tai Speech Competition.
- The school will be involved in Pink Shirt Day, led by One Tree Hill College.

5. Governance Matters & Legal Compliance

- **Policy Reviews:** The Board discussed, and the following policies are to be retracted and reviewed again.

6. Finance & Asset Management:

- The Board discussed the January-February Financial Accounts. Steve explained that the school is in surplus, but it is the beginning of the year.
- The Board discussed the Draft Annual Financial Statements dated 31 December 2025.
- The Board discussed the Yellowstone Holdings Newsletter, and the Ministry proposed changes to the Education Act that could affect schools' working capital, which were tabled at the meeting.
 - The Ministry would like schools to spend rather than build large surpluses.
 - Yellowstone believes schools should aim to keep working capital below 35%.
 - Ray explained that the school is fully insured but has shared assets with the Ministry.

7. Strategic Decisions:

- **Charter and Strategic Plan 2026-2029:** The Board discussed the report, which looks good, but the following changes are required:
 - Name change from Board of Trustees to School Board.
 - Date
- **MOE Reporting to Parents:** Ray explained that the Ministry changes are required by the end of 2027. The options at this stage are:
 - Full Change
 - Huge workload on teachers, on top of the curriculum and assessment changes.
 - Current reporting is about 1 hour per student; these changes will take longer.
 - Using AI to help with reporting, but a new policy is required.
 - Partial Change - by the end of 2026
 - Change the progress markers and language this year.
 - Gives the school more time to inform the community about the changes and explain the new reports.
 - Stay the Same
 - Ray will discuss with the teachers and return their thoughts to the Board.

- **Building Whanaungatanga with our School Community:**
 - Let the community know what the Board is doing and who the Board members are.
 - To build relationships with the community and be present at events (Meet the Teacher, Whanau Evenings).
 - Quiz Evening
 - School Fair
 - Plan - Ray will provide a document for the Board to share ideas, events and who will attend.
- **Junior Area Turf:** Ray explained to the Board that the school has received two quotes for the turf in the Junior area, which were tabled at the meeting. Steve explained the Team Turf quote, when this can be installed and how long it will take.

Steve left the meeting due to a conflict of interest, so the Board could discuss and decide.

The Board discussed the following:

- Prestige Turf - \$161,601.68 incl GST
 - Smaller company.
 - Not used before.
 - The commencement date would be later in the year.
- Team Turf Quote - \$89,510.00 excl GST
 - A discount of 30% on some products
 - Can commence in April.
 - Used previously, good quality.
 - 9-day completion.
- Both quotes are for the same specifications.
- A previous quote from Tiger Turf was over \$100,000.00.
- A resolution to seek funding.
- Ray to contact Team Turf.

Steve returned to the meeting.

- **Uniform:**
 - Ray informed the Board that he, along with Fia, had met with Brand Makers to discuss our concerns regarding the uniforms. They have said that the price will not increase in the next two years.
 - Comparison with other suppliers on price is about the same.
 - Will wait for their feedback before making any decisions.
- **Electrical Appliance Testing:** All failed appliances have been removed and disposed of.
- **Budget Breakdown:**
 - Wishlist items: use surplus to purchase them when possible.
 - Add the following to the Wishlist:
 - Swimming Pool - Cover, Heating and Shade

- Auditorium / Arts Centre
 - Apply for funding
 - Ellerslie Rotary - Ray will contact Sylvie, as Erin informed the Board that they are actively looking for big projects. Johnston Trust - Ray will contact Sylvie.
 - Erin will contact Sylvie regarding attending a Rotary meeting.
- **Board Remuneration:**
 - Max briefly explained the background of why this has come up, and the Board discussed:
 - There has been no increase for several years.
 - Current payments are not taxable, but any increases above the current rates would be unless brought into law.
 - These are to be covered in the operational grant.
 - Schools are struggling to get Board members, where some use this as a stepping stone to bigger roles.
 - Most Board members do not do this for the payment.
 - The Board will wait to see what happens; nothing is expected this year.
- **Cleaning Contract Quote:**
 - Ray informed the Board that the quote is higher than the current cleaning service, which he is happy with.

8. General Business

- **Te Whakarōputanga:**
 - Conference Brochure will be sent when available
 - Registration through Michelle, with courses and any dietary requirements.
- **Student Leaders:** To attend and observe a meeting.

9. Reviews

- **Policy Review**

Motion to retract and reviewed the following policies:

- Digital Technology and Online Safety
- Cellphones and Other Personal Digital Devices

Proposed: Erin Cairney **Seconded:** Zoe Foster

Result: All in Favour ~ motion carried.

- **Minutes of the previous meetings**

The meeting minutes from 9 February 2026 were read and accepted as a true and accurate reflection of the meeting.

Proposed: Ray Kelly **Seconded:** Erin Cairney

Result: All in Favour ~ motion carried.

- **Correspondence**

A motion was proposed to accept all incoming and outgoing correspondence.

Proposed: Max Guptill **Seconded:** Simon Kahika

Result: All in Favour ~ motion carried.

- **Financial Reports**

- A motion was proposed to accept and approve the November 2025 financial accounts and to pay the bills.

Proposed: Steve Doran

Result: All in Favour ~ motion carried.

- A motion was proposed to accept and approve the Draft Annual Financial Statements dated 31 December 2025.

Proposed: Ray Kelly **Seconded:** Zoe Foster

Result: All in Favour ~ motion carried.

- **Strategic Plan:**

A motion was proposed to accept and approve the Charter and Strategic Plan 2026-2029 with the two changes.

Proposed: Simon Kahika **Seconded:** Max Guptill

Result: All in Favour ~ motion carried.

- **Junior Area Turf:**

A motion was proposed to accept and approve the quote from Team Turf for \$89,510.00 excl GST for the Junior Area Turf.

Proposed: Max Guptill **Seconded:** Simon Kahika

Result: All in Favour ~ motion carried.

Abstained/Absented: Steve Doran

10. Agenda Items for Next Meeting

- Finance – remove Liz and add Steve.
- Approval of the latest Cyclical Maintenance
- Uniform
- School Reporting
- Policies Review

11. In Committee – Personnel

- Steve moved that:

The meeting moved into committee, and pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public is excluded from the remainder of the meeting to give confidentiality to and to protect the privacy of individuals concerned as follows: "that the matters being discussed are of a personal and private nature."

The Board moved out of the In-committee.



Signed: Board Chairperson
Stephen (Steve) Doran

Date: 02/04/26

Matters Arising (Action Points from 09.03.26)

- **Board Profiles:** Members still need to send Michelle a short blurb for the website. – Michelle to check and get back to the Board members who blurb is missing.
- **Land Lease / Appointment:** Ray to assess the land's market value and set up a meeting with Child's Time. – Ray reminded Graeme.
- **Strategic Plan:** A couple of minor changes.
- **Budgeting:** "Budget" and "Wishlist" - Ray to add Auditorium and Swimming Pool Upgrade.
- **Cyclical Maintenance / 5YA:** Still waiting on a 5YA; an updated Cyclical Maintenance was tabled at the meeting.
- **School Website:**
 - Include TV/Radio Station
 - Include PLD Report & Student Voice
- **School Reporting & Student Trackers:** The Board discussed, and Ray will go back to the teachers, and a decision will be made at the next meeting.
- **BOT Meeting Dates:** The June date has moved to Tuesday, 2nd June.
- **Uniform:** Ray has met with our current supplier to discuss our concerns and is awaiting their response.
- **Policies:** The following two policies are to be retracted and reviewed again:
 - Digital Technology and Online Safety.
 - Cellphones and other Personal Digital Devices
- **Strategic Plan:** The following changes are to be made:
 - Date
 - Change Board of Trustees to School Board
- **Board Engagement:** Ray to send out a Doc for ideas for the Board to interact with the community.

- **Junior Playground:**
 - Ray to contact Team Turf
 - Ray to contact Stephanie Maitland to apply for grants.
- **Budgeted / Wishlist Items to be added:**
 - Swimming Pool - cover, heating and shade.
 - Auditorium / Arts Centre
- **Te Whakarōputanga:** The Board to let Michelle know if they are attending. Programme still to come.
- **Agenda Items for next meeting:**
 - Finance – remove Liz and add Steve.
 - Approval of the latest Cyclical Maintenance
 - Uniform
 - School Reporting
 - Policies Review