

KEI KONEI TĀTOU E TU ANA. HERE WE STAND.



## BOARD OF TRUSTEES MINUTES

**MONDAY, 23rd March, 2026**

Previous hui: 23 February 2026

**Opening:** Karakia Cat Sole

**Present:** Cat Sole, Briar Carden-Scott, Victoria Menary, Stuart Hartley, Gemma Barden, Tracy Te Wake, Karyn Williams, Tineke Iversen (late)

**Welcome to Manuhiri (Guests):** Jo Howell

**Karakia:** Briar Carden-Scott

**Apologies:**

**Visitors:** None

**Quorum:** Yes

**Agenda Additions:** None

**Minutes Secretary:** Dorette Hartley

**Staff Representative:** Tracey Te Wake

**Declaration of interests:** None

### Administration:

#### APPROVAL OF MINUTES

Term 1, 23 February Meeting Minutes be accepted as true and correct.

Moved by: Cat Sole

Seconded: Gemma Barden

#### Guest presenter: Jo Howell

Jo Howell (Deputy Principal) present and discuss 2025 NCEA Results Report as it stands  
Report supplied to the Board.

Final report due in April 2026.

2025: Trends, results, statistics, context, UE, Endorsements

Context and forecast for 2026

New initiatives & ways WC is supporting learning

Opportunity for questions & discussions, further insights, explanations & clarification.

## Actions from Previous Meeting

February Ratify minutes

### Whanaungatanga:

#### Board Education:

Online GovHub Suspensions

#### Board Discussion – What do we want to hear from our school community?

1. Annual Plan Update - strategic

## 1. Annual Plan update - Strategic

Principal sheds light on current initiatives to lift Literacy & Numeracy in Year 7 & 8 shared  
Strengthening & cohesion in staff team recently & cohesion in Year 7 & 8  
Year 9 & 10 gains & initiatives that support this  
Positive trajectory especially in Literacy

Board wishes to minute that the Analysis of Variance has been approved.

Moved that NELP 1 is accepted

Moved by: Briar Carden-Scott

Seconded: Cat Sole

## 2. Addition to Agenda

## 3. National Education and Learning Priorities (NELPS) and Ka Hikitia Outcome Domains

Objectives	Student Progress, Achievement and Wellbeing
<p><b>1. Learners at the Centre</b> Learners with their whānau are at the centre of education</p> <p><b>Te Whānau</b> Education provision responds to learners within the context of their whānau</p>	<p><b>Spotlight on:</b></p> <p>Mathematics English International School Learning Support Student Support SLT Year 7 &amp; 8 Te Ao Maori</p>
<p><b>2. Barrier free access</b> Great education opportunities and outcomes are within reach for every learner</p> <p><b>Te Tangata</b> Māori are free from racism, discrimination and stigma in education</p>	<p>Moved that NELP 2 are accepted: Moved by: Briar Carden-Scott Seconded: Gemma Barden</p>

<p>Athenree bus discussion was covered in NELP 1</p>	
<p><b>3. Quality Teaching and Leadership</b> Quality teaching and leadership make the difference for learners and their whānau</p> <p><b>Te Kanorautanga</b> Māori are diverse and need to be understood in the context of their diverse aspirations and lived experiences.</p>	
<p><b>4. Future of Learning and Work</b> Learning that is relevant to the lives of New Zealanders today and throughout their lives</p> <p><b>Te Tuakiritanga</b> Identity, language and culture matter for Māori learners</p>	

<b>School Business as usual : Updates from the Principal</b>	
<b>Area</b>	<b>Commentary</b>
<p><b>Personnel &amp; employment matters</b></p> <p>For your information.</p>	<ul style="list-style-type: none"> <li>● Minute Matthew Hallum leave. The Board approves this leave.</li> <li>● Staff discipline, Sub-Committee have been communicated with as an update</li> <li>● Principal PLD / PGC shared with the Presiding Member.</li> <li>● Correspondence in: Principal opportunity to mentor a beginning principal. The Board sees this as a positive opportunity and supports this.</li> </ul> <p>Moved by: Briar Carden-Scott Seconded: Cat Sole</p>
<p><b>Finance</b></p> <p>For your decision making &amp; information.</p>	<ul style="list-style-type: none"> <li>● February Financial Report taken as read and to be accepted. The accountant is pleased with the year so far.</li> <li>● Question around assistance with funding applications clarified and Gemma to look into further funding opportunities outside the community</li> <li>● Audit information shared</li> </ul> <p>Moved by: Briar Carden-Scott Seconded: Tineke Iverson</p>
<p><b>Advertising &amp; community communication</b></p> <p>For your information.</p>	<ul style="list-style-type: none"> <li>● Weekly newsletter available along with up and coming events and dates.</li> <li>● Social Media comms</li> <li>● Jubilee feedback. Shared with community that WC is invested in preserving &amp; honouring history &amp; memorabilia</li> </ul> <p>Moved by: Briar Carden-Scott</p>

	<p>Seconded: Tracy Te Wake</p>
<p><b>Property</b></p> <p>For your information.</p>	<p>Property Report tabled and accepted</p> <ul style="list-style-type: none"> <li>● Asbestos testing done</li> <li>● Bus Bay fencing replaced</li> <li>● Beautification project has started</li> <li>● New sign to be unveiled</li> <li>● New front sign also coming in due time</li> </ul> <p>Moved by: Briar Carden-Scott Seconded: Tineke Iverson</p>
<p><b>Health &amp; Safety</b></p> <p>For your information.</p>	<ul style="list-style-type: none"> <li>● Health and Safety report.</li> <li>● Staff Wellbeing</li> <li>● Discipline report</li> <li>● Uniform feedback from Student Representative - Student voice Report to be shared. <ul style="list-style-type: none"> <li>○ Favourite thing about school uniform - predominantly shirts (like black but can be hot in Summer) Jerseys &amp; hoodies.</li> <li>○ Comfortability vs smart - some preference for smart in Year 10 up, Juniors preference for comfortable. Overall ratio in favour of comfortable</li> <li>○ Criticisms: Jerseys &amp; Jackets. The revealing way some girls wear uniform, cost.</li> <li>○ How will changes affect you &amp; your whanau. Cost factor &amp; just had changes. The phase out period with the previous round of changes was appreciated.</li> </ul> </li> </ul> <p>Board agrees that Principal look into: Blazers to borrow for formal occasions, rules around skirt lengths, options for white shirts as Summer option, gender based options eg. shorts for girls. Consider policy changes around uniform aspects.</p> <p>Moved by: Briar Carden-Scott Seconded: Stuart Hartley</p>
<p><b>Legislation &amp; Compliance</b></p> <p>For your decision making</p>	<ul style="list-style-type: none"> <li>● AOV results and targeted plans accepted and minuted earlier in this document.</li> <li>● Attendance Plan. Discussion around how the new Attendance Admin Support Person role has been deployed.</li> <li>● ERO</li> </ul> <p>Moved by: Briar Carden-Scott Seconded: Tineke Iverson</p>
<p><b>Policy Reviews and assurances</b></p> <p>Please ensure you have reviewed these policies.</p>	

	<table border="1"> <thead> <tr> <th data-bbox="475 163 1145 219">Term 1 policies</th> <th data-bbox="1145 163 1442 219">Review opens 26 January</th> </tr> </thead> <tbody> <tr> <td data-bbox="475 219 1145 259">• <b>Alcohol, Drugs, and Other Harmful Substances Policy</b></td> <td data-bbox="1145 219 1442 259">Board review</td> </tr> <tr> <td data-bbox="475 259 1145 300">• <b>Sun Protection</b></td> <td data-bbox="1145 259 1442 300">Board review</td> </tr> <tr> <td data-bbox="475 300 1145 340">• <b>Digital Technology and Online Safety</b></td> <td data-bbox="1145 300 1442 340">Board review</td> </tr> <tr> <td data-bbox="475 340 1145 380">• <b>Cellphones</b></td> <td data-bbox="1145 340 1442 380"></td> </tr> <tr> <td data-bbox="475 380 1145 443">• <b>Safety and Welfare for Students on Work Experience</b> (composite/secondary only)</td> <td data-bbox="1145 380 1442 443"></td> </tr> <tr> <td data-bbox="475 443 1145 483">• <b>Firearms</b> (optional policy)</td> <td data-bbox="1145 443 1442 483"></td> </tr> <tr> <td data-bbox="411 483 1145 524">• Assurances</td> <td data-bbox="1145 483 1442 524"></td> </tr> </tbody> </table> <p>Moved by: Briar Carden-Scott Seconded: Cat Sole</p>	Term 1 policies	Review opens 26 January	• <b>Alcohol, Drugs, and Other Harmful Substances Policy</b>	Board review	• <b>Sun Protection</b>	Board review	• <b>Digital Technology and Online Safety</b>	Board review	• <b>Cellphones</b>		• <b>Safety and Welfare for Students on Work Experience</b> (composite/secondary only)		• <b>Firearms</b> (optional policy)		• Assurances	
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Board Training	NA																

Correspondence to the Board incoming		Correspondence to the Board outgoing
Jane Rodgers - FYI Briar Carden-Scott	Auditing process information and fact sheet Request to become a beginning principal mentor	BOT Report

Meeting Closed: 8:01pm

Next Meeting: 28th April, 2026

*J. Dayles 28/4/26*

