

KEI KONEI TĀTOU E TU ANA. HERE WE STAND.



BOARD OF TRUSTEES MINUTES

MONDAY, 18th May 2026

Previous hui: **MONDAY, 28th April, 2026**

Opening: Karakia Victoria Menary

Present: Cat Sole, Briar Carden-Scott, Victoria Menary, Stuart Hartley, Tracy Te Wake, Karyn Williams, Tineke Iversen

Welcome to Manuhiri (Guests):

Karakia: Briar Carden-Scott

Apologies: Gemma Barden

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 2, April Meeting Minutes be accepted as true and correct.

Moved by: Cat Sole

Seconded: Karyn Williams

Guest presenter: Cat Sole

Actions from Previous Meeting

Follow up from uniform discussions: Prices came in for some uniform items including blazers for seniors

School Bridge info, also for staff
 Webinars feedback: Victoria booked in for Smart Reporting
 Survey committee will meet in future
 Board profiles all with Wendy and started going out

Board Actions:

Whanaungatanga:

Board Education:

Feedback on Webinar attended
 ERO exercise

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

1.

1. Annual Plan update - Strategic

Weekly reporting back to staff by principal. Sharing parts of strategic plan with community using newsletter etc. PGC's, NZQA Moderation
 Taken as read, no questions & further discussion.

Moved that NELP 1 is accepted
 Moved by: Briar Carden-Scott
 Seconded: Victoria Menary

2. Addition to Agenda

Recruitment discussion
 Gateway & E Te Parea

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

Objectives	Student Progress, Achievement and Wellbeing
1. Learners at the Centre Learners with their whānau are at the centre of education Te Whānau Education provision responds to learners within the context of their whānau	Spotlight on: Mathematics Year 7 & 8 Health & PE Sports Co-ordinator Visual Art Attendance contract with MOE Uniform ISP Discussion <u>Report - Gateway and Te Ara Hou:</u> Presented by Tracy Te Wake, prepared by Tracy, Carolyn and Ariana
2. Barrier free access Great education opportunities and outcomes are within reach for every learner Te Tangata Māori are free from racism,	

discrimination and stigma in education Athenree bus discussion was covered in NELP 1	Share about initiatives and programmes, the thinking behind some of these, and how it is impacting students. Stuart would like to learn more about these spaces & programmes.
3. Quality Teaching and Leadership Quality teaching and leadership make the difference for learners and their whānau Te Kanorautanga Māori are diverse and need to be understood in the context of their diverse aspirations and lived experiences.	Letter from Jo Howell regarding shoes policy & the idea of a mandatory uniform for Year 13 students. Potential of a smartening up of the uniform. Board in favour of a smart uniform that students can wear with pride. Board thoughts on Crocs: not safe for certain spaces e.g. science labs & kitchens. Backstraps are currently required. Can we say yes to Birkenstocks & no to Crocs? Enforcement is the key issue and human resources will have to be allocated. Decision: No to Crocs - by Term 3 school will be Croc free No specific mention about Birkenstocks, because if they have a backstrap, they will be allowed. Stuart to continue to gather feedback about a uniform / Number Ones for Year 13 students when representing WC outside of school. Options for neurodivergent students always to be taken into account.
4. Future of Learning and Work Learning that is relevant to the lives of New Zealanders today and throughout their lives Te Tuakiritanga Identity, language and culture matter for Māori learners	Moved that NELP 2 are accepted: Moved by: Briar Carden-Scott Seconded: Stuart Hartley

School Business as usual : Updates from the Principal	
Area	Commentary
Personnel & employment matters For your information.	Resignation: Ingrid resigned for the end of the year - exiting at the end of the term Recruitment: specialist teachers in short supply, Have approached recruitment company and looking into this as a potential avenue. Board supports this Board Sub Committee - PG update - verbal Moved by: Briar Carden-Scott Seconded: Tineke Iverson
Finance For your decision making & information.	March Report April Report Principal highlighted some positives Resolutions: Jodi's credit card limit can be changed to \$2000, Debbie's limited to \$3000 2026 Budget approved with a deficit amount of \$ 158 000. Moved by: Briar Carden-Scott

	Seconded: Cat Sole
Advertising & community communication For your information.	• Weekly newsletter available with up and coming events and dates • Social media comms - New Sign • New "Did you know?" and Board intro's are being sent out with good feedback - all look the same. Moved by: Briar Carden-Scott Seconded: Tracey Te Wake
Property For your information.	• School property report. Includes some projects coming up, farm unit update. • Lots of positive feedback on how good the grounds are looking. • Deep clean by the whole school was fun and made a big difference - great initiative by Enviro leaders. Moved by: Briar Carden-Scott Seconded: Stuart Hartley
Health & Safety For your information.	Health & Safety Report Feedback on staff wellbeing - process Discipline report: 5 stand downs Moved by: Briar Carden-Scott Seconded: Tracey Te Wake
Legislation & Compliance For your decision making	• Evacuation drill & feedback • NZQA report (auditing), robust systems highlighted and celebrated Moved by: Briar Carden-Scott Seconded: Cat Sole
Policy Reviews and assurances Please ensure you have reviewed these policies.	Board Policy Assurances - list policies • Safety Checking and Police Vetting • Teaching staff • Performance Management • Staff Conduct • Appointment Policy • Employment Policy and Equal Employment Opportunities • Child Protection and Identifying and Responding to Suspected Child Abuse or Neglect • Assessing Student Learning • Cellphones Principal to look into processes for safety checks/vetting of van drivers (people driving students around after school) and issue of taking along first aid kits. Principal to follow up to see if changes to the Privacy Acts have an impact on school processes. Discussion for clarification around some aspects of the WC complaints process. Stewardship & Governance session around ERO self assessment for stewardship Moved by: Briar Carden-Scott

	Seconded: Karyn Williams
Board Training	NA

Correspondence to the Board incoming		Correspondence to the Board outgoing	
Teacher	Resignation	Bot report and pack	To all Board members
Te Ara Hou	Update and data		
Jo Howell	Uniform concerns		

Meeting Closed: 7:39pm

Next Meeting: Tuesday 23rd June, 2026



