

KEI KONEI TĀTOU E TU ANA. HERE WE STAND.



BOARD OF TRUSTEES MINUTES

Tuesday, 23rd June, 2026

Previous hui: **MONDAY, 18th May 2026**

Opening: Karakia - ALL

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

Welcome to Manuhiri (Guests):

Karakia: Briar Carden-Scott

Apologies: Tineke Iversen

Visitors: Amanda Cook, Ernani de o Campo

Quorum: Yes

Agenda Additions: None

Minutes Secretary: Briar Carden-Scott

Staff Representative: Tracy Te Wake

Declaration of interests: None

Administration:

APPROVAL OF MINUTES

Term 2, May Meeting Minutes be accepted as true and correct.

Moved by: Briar Carden-Scott

Seconded: Cat Sole- Osbourne

Guest - Whanau, Ernani de O Campo

The board discussed the decision to remove Crocs from the school uniform, citing feedback from a formal survey involving students and staff.

Consultation with all teaching staff and senior students was confirmed.

Concerns about the financial and practical impact on families were raised, particularly for those who may struggle to afford new shoes.

The board decided to keep the current timeline for the Crocs ban, emphasizing the importance of maintaining uniform standards, and offering solutions to those potentially impacted, including: Kids Can shoes, Uniform pass if sensory needs dictate this, and access to hardship funds via Principal.

Guest presenter: Amanda Cook

Attendance

Waihi College

ATTENDANCE ANALYSIS & BOARD-APPROVED ACTIVITIES REPORT

Date: June 22, 2026

Dataset: Term 1 & Term 2 (601 Students)

Overall Attendance Overview

The tracking metrics categorise student presence into four distinct attendance groups.

The collective movement demonstrates an overall positive trend, marked by a reduction in moderate absences and a parallel shift toward regular attendance.

Attendance Category	Term 1 Count	Term 1 %	Term 2 Count	Term 2 %	Net Shift
Regularly Attending (>90%)	250	44%	263	48%	+4% Improvement
Irregular Absence (>80% to 90%)	160	28%	157	28%	0% Stable
Moderately Absent (>70% to 80%)	81	14%	59	11%	-3% Reduction
Chronically Absent (≤70%)	73	13%	72	13%	0% Stable

Evidence is showing a positive impact of Attendance measures and efforts put in place. Board to consider attendance codes to meet criteria for Q next hui.

Year 7 & 8 Mid Year review report

- Received the Year 7 & 8 Mid-Year Review Report and noted positive progress across curriculum delivery, specialist interventions, EOTC experiences, and strengthened wellbeing and behaviour tracking systems.
- Noted ongoing collaboration with feeder schools and Years 9–10 staff to support curriculum alignment and seamless transitions, alongside staff professional development in BSLA, MAP and Prime Mathematics.
- Acknowledged targeted literacy and mathematics interventions, with Term 3 priorities including flexible buddy-teaching structures to meet daily mathematics requirements and continued support for learners with additional needs.
- Noted pastoral trends including increased end-of-term fatigue and social media-related issues, with positive behaviour systems, whānau engagement and multi-agency support contributing to improved student wellbeing.
- Endorsed strategic priorities for Terms 3 and 4, including strengthening Year 7–10 curriculum pathways, implementing localised Social Studies and literacy programmes, and further refining teaching structures to enhance engagement and achievement.

Actions from Previous Meeting

- Sub Committee - Surveys - report back to the Board (TTE, GB, VM).
In the beginning of this process, ongoing.
- Webinars watched, feedback - ALL.
Tracy feedback both soft and hard copy of Webinar - Being a Good Employer.
Karyn and Cat are registered for one later in the month.
Gemma is registered for webinar on the Collective Agreement.
Victoria booked in for Smart Reporting
- Survey to go out to families and Year 11 and Year 12 students, re uniform potential changes and feedback.
End of term to Year 10-12 whanau and students, along with staff.
- Croc whanau feedback and discussion
As above
- Police Vetting and school responsibilities verbal feedback.

Vetting and driver systems are in place: Police vetting is being completed for coaches and managers, with records maintained. School van drivers complete EOTC requirements and licence checks.

Last-minute parent support creates challenges: Ad hoc drivers and privately managed transport make full police vetting difficult, and coaches/managers will need to let the school know when this occurs.

Further clarification is needed: Clear expectations are required around vetting, transport, and duty of care for self-managed and parent-supported sports.

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: Tracy Te Wake

2. Addition to Agenda

NIL

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	Spotlight on: • Specialist classroom teacher • Student support • Learning Support Coordinator

Education provision responds to learners within the context of their whānau	● International School ● Future Pathways and Careers ● Alternative Education ● Specialist classroom teacher ● Student support ● Learning Support Coordinator ● International School ● Future Pathways and Careers ● Alternative Education account. ● Taiwan trip for 2027. Board agreed to further information gathering Moved that NELP 2 are accepted: Moved by: Briar Carden-Scott Seconded: Gemma Barden
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	
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.	
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	

School Business as usual : Updates from the Principal	
Area	Commentary
Personnel & employment matters For your information.	● Employment teacher for Social Studies and English - Tania Purdy, awaiting visa. ● Employment of Kseniia Opaleva - fixed term, Dram, English, ESOL ● Staff Employment issue x 2- verbal discussion Moved by: Briar Carden-Scott Seconded: Cat Sole-Osbourne

Finance For your decision making & information.	May Report- taken as read Resolutions: • Motion to Approve Audit Engagement. Board approve the audit engagement with BDO Tauranga Audit Limited for the years ending 31 December 2024 to 31 December 2026 • Overseas trips Kyoritsu and Seibu 2026. Board approves trips and finances for this. • Debbie to apply to NZCT for \$15,000 for new van Board approved • Audit Final report - tabled and accepted Board requests Principal to look into School House rental agreement, and provide further information next hui • Annual Financial Statements 2025 FYI, now complete - accepted • Quadrant lease arrangement Moved by: Briar Carden-Scott Seconded: Gemma Barden
Advertising & community communication For your information.	• Weekly newsletter available with up and coming events and dates • Social media comms updated regularly. • 7 Sharp, news item, showcasing Waihi College Jumpstart Program Moved by: Briar Carden-Scott Seconded: Stuart Hartley
Property For your information.	• Farm • Orchard • Property • Grounds Moved by: Briar Carden-Scott Seconded: Karyn Williams
Health & Safety For your information.	Health & Safety Report Feedback on staff wellbeing - process Discipline report: 9 stand downs Moved by: Briar Carden-Scott Seconded: Victoria Menary
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-Osbourne

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

Board Correspondence in	Addressed to	Board correspondence out	Addressed to
Email Update about claim	Employment Committee	Email update about claim and project status	Employment Committee
NZQA report	Presiding Member		
Uniform Concerns - Crocs Ernani de Ocampo	Board	Acknowledge concerns	Ernani de Ocampo
Uniform Concerns - Crocs Rosemary and David Carey	Board	Acknowledge concerns	Carey whanau
Parent Concern	Board	Letter addressing concerns	Board

Meeting Closed: 7:39pm

Next Meeting:

 07/11/26.