

Minutes Te Uru Karaka Newton Central School Board Hui

Tūrei 9th Hakihea

Apologies: Dana

Attendance: Elizabeth, Bryan, Chris, Simon, Margie, Trudi, Manu, Fa'Amanu, Moa

Presiding Member: Elizabeth Elvy

Start Time: 6.26pm	<i>Led by:</i>	<i>Discussion:</i>	<i>Action/ who:</i>
Karakia:			Motions to be approved:
1. <u>Administration</u> (20 min) 1.1 Minutes from the last meeting are a correct record 1.2 Signing of hardcopy of last minutes 1.3 Matters arising from minutes 1.4 Declaration of interest 1.5 Reformatting of the minutes 1.6 Ngāti Whātua Ōrākei update	Co-Chairs	Co-Chairs 1.1 Approval of 21 st October 2025 minutes 1.2 N/A 1.3 Matters arising from minutes? 1.4 Any declaration of interest? 1.5 Bryan to reformat minutes starting in 2026 1.6 No update- Bryan to report to Board in January	IT IS APPROVED: 1.1 The Board approves the minutes from 21st October 1.6 To be added to agenda in February
2. <u>Strategic Discussions</u> (1 hour) 2.1 Strategic planning 2.2 Tumuaki report	Principal Principal	2.1 Bryan to provide more info- No feedback. 2.2 Bryan to report	IT IS APPROVED: 2.1 The Board approves the strategic plan 2.2 Health and Safety- Asbestos update. 16th Dec- remedial work to begin. Carpet and Autex to be reinstated Finance: Draft Budget to be approved- to be approved via email.
3. <u>Policies under review</u>	Principal	3.1 Bullying and Harassment, Behaviour Management, Minimising Physical Restraint and an update on staff physical restraint certificates.	3.1 The Board approves the policies, Bullying and Harassment, Behaviour Management, Minimising Physical Restraint. The Board accepts the assurances for the term

4. <u>Financial</u> (20 min)			IT IS APPROVED:
4.1 November SCHOOLED Financial Report	Principal/ Chris	4.1 SCHOOLED to provide- date to be advised	4.1 Will add to Dropbox once received
4.2 2026 Draft budget	Principal	4.2 Draft Budget on Dropbox- to be signed	4.2 To be approved over email.
4.3 Property and Maintenance Update	Principal	4.3 What work will be taking place over December using MoE grant.	4.3 Board approves the spend of \$14,000 raised from Fia Fia day for the final repairs to room 13 STAK will do the remediation
4.4 Audit	Principal	Toilet Block Update 4.4 Signage of SUE Reports/ Gifting Policy	4.4 Gifting Policy is being followed and SUE reports being signed by CC 4.5 The Board approves the disposal and useful life/ depreciation rates. Elizabeth Elvy has signed and approved. 4.6 Presiding member, Elizabeth Elvy signed
4.5 Fixed assets	Principal	4.5 Board to sign off Asset Register	4.7 The Board ratifies cyclical 10 year property plan as provided.
4.6 Resolution of Useful Lives	Principal	4.6 Board to sign off	4.8 Bryan to get quotes and add to agenda in Term 1
4.7 Cyclical Maintenance	Principal	4.7 Board to sign off	4.9 The Board approves this. The BOT feels like this could be a good opportunity for Bryan and Sara to deliver workshops to staff following the conference.
4.8 Board Projects in 2026	Principal	4.8 Block 1 renovation Room 17 AC installation in Admin Office and Te Whare Tapere	
4.9 Structured Literacy Conference	Principal	4.9 Seeking Board approval for Bryan and Sara to attend the conference 28 th April- 1 st May	

<p>5. Fundraising</p>	<p>Principal</p> <p>Principal</p>	<p>5.1 Hiring of school facilities in 2026</p> <p>5.2 School Pool – community usage</p>	<p>5.1 Look at other opportunities to maximize income with hiring out Te Whare Tapere to the community</p> <p>5.2 The Board endorses this but final approval to be given via email. Aiming for a term 1 opening to community</p>
<p>6. Staffing</p> <p>6.1 Staffing Update</p> <p>6.2 Exit Interviews</p>	<p>Principal</p> <p>Chair</p>	<p>6.1 Vacancies and Staffing Update</p> <p>6.2 Elizabeth to update</p>	<p>6.2 Elizabeth has reached out and offered exit interviews to all staff leaving</p>
<p>7. Attendance</p>	<p>Principal</p>	<p>7.1 Resolution to endorse the attendance procedure in line with the STAR Policy</p>	<p>7.1 The Board endorses the attendance procedure. Comms and benchmarking to be sent to community. Bryan uses his discretion when justifying certain absences.</p> <p>Biggest factor affecting data is holidays during term- time</p>
<p>8. Other Business</p> <p>8.1 Principals Professional Growth</p> <p>8.2 Staff Wellbeing – Staff Morning tea and Staff Wellness Survey</p> <p>8.3 Parent Helpers Morning Tea</p> <p>8.4 Submissions open on Auckland's future housing plan</p>	<p>Principal</p> <p>Chair</p>	<p>8.1 Bryan to present to BOT</p> <p>8.2 Staff Morning Tea- 16th December at 11am</p> <p>8.3 11th December at 11am</p> <p>8.4 BOT to do own submissions</p>	<p>8.1 Board receives the PPG and acknowledges the growth Focus- Based on the Sprint process. creating whanau like environments. Rela</p> <p>8.2 Board invited to join morning tea on the 16th December.</p> <p>8.3 To thank parents for their help over the year</p>

8.5 BOT Hui 2026 Calendar		8.5 BOT 2026 Hui dates to be approved	8.4 Noted 8.5 The Board approves the dates
9. <u>Agenda Items for Next Meeting on the 10th December</u> 10. <u>Agenda Items for Next Meeting on the 17th February 2026</u>		9.1 Data analysis presentation 10.1 Balance Sheet for 2026 needing approval and signing by Presiding Member	
Whakamutunga: Time finished: <u>9.10pm</u>			

Inward Correspondence:

- Tumuaki report

Outward Correspondence:

I certify that these minutes were approved as a true and correct record of the Board of Trustees meeting of Newton Central School, [dated]

Signature / Name

Co-chair: _____

Co-chair: _____

Date: 24/3/26