



Rūnanga Waka-hourua - Board of Trustees

Hui Minutes

|               |                                             |                              |
|---------------|---------------------------------------------|------------------------------|
| Date and time | Tūrei 23 Hune 2026                          | 6:00pm - 9:00pm              |
| Venue         | Tāri nō Te Uru Karaka Newton Central School |                              |
| Trustees      | Elizabeth Elvy - Co-Chair                   | Elected Member               |
|               | Manu Pihama - Co-Chair                      | Appointed Member             |
|               | Simon Farrell-Green                         | Elected Member               |
|               | Dana Salih Toogood                          | Elected Member               |
|               | Jackie Howard                               | Appointed Member             |
|               | Fa'amanu Akeripa                            | Elected Member               |
|               | Tiopira McDowell                            | Appointed Member             |
|               | Chris Carrington - Treasurer                | Appointed Member             |
|               | Trudi Kareko                                | Elected Staff Representative |
|               | Bryan Rehutai                               | Tumuaki                      |

Apologies: Simon, Dana

|   | Items                                                 | Whom                                                                                                                                                                                                       | Time         |
|---|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
|   | Board Members- pre meeting kai                        | All                                                                                                                                                                                                        | 6.00pm       |
| 1 | Karakia                                               | Chris Carrington                                                                                                                                                                                           | 6:30pm       |
| 2 | Minutes, Actions and Declaration of Interest Register | Elizabeth/ Manu<br><br>The minutes from the previous meeting held on the 12 <sup>th</sup> May 2026 have been approved and signed at this meeting<br><br>Declaration of interest<br>Jackie Howard - Item 13 | 6.30-6:35 pm |



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| 4 | <p><a href="#">Tumuaki Report</a> - items to be discussed below</p> <p>a. Staffing</p> <p>The gifting policy- Board approval needed for a member of staff leaving (under 12 months)</p> <p>b. <a href="#">Finance Report for May</a></p> <p>c. Management Letter from Audited Accounts and Remediation points</p> <p>d. Term 2 Policies</p> | <p>Bryan Rehutai</p> <p>The Board accepts Mehernaz Darukhanawalla's resignation. The board ratifies the resignation of Christina van der Velde</p> <p>The Board Ratifies the employment of Ana Imperial and Ronik Shah</p> <p>The Board ratifies the fixed- term appointments for Ruia Aperahama and Sharnia McMillan</p> <p>Internal Reassignments: Melanie McCorquindale to move to Room 5 for the remainder of 2026.</p> <p>The Ministry of Education has confirmed funding for additional 0.65FTTE (3.25 days per week) for a Learning Support Coordinator position starting in the 2027 school year.</p> <p>The Board approves funds to be used for a member of staff leaving</p> <p>The board accepts the financial report for May including the schedule of accounts paid for May</p> <p>The Board adopts the updated 2026 Balance Sheet and Cashflow budgets.</p> <p>The Board resolves to accept the 2025 Audited Financial Statements and the Management Letter named 'Newton Central School - Management Letter 2025' as presented by Silks Audit</p> <p>The Board resolves to adopt management's proposed internal controls to satisfy the audit findings, specifically introducing independent receipt verification, strict weekly banking routines, standardised staff reimbursement forms, and rigorous minuting protocols</p> | <p>6:35- 7.33pm</p> <p>(Approve by email)<br/>Ratios, student medical information updated, Engagement . EE, DS and CC feedback and circulate via email</p> |
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|  | <p>Recording Photos videos and sound on Personal Devices</p> <p>Term 2 Assurances</p> <p>Safety Checking and Police Vetting</p> <p>Teaching Staff Registration and Performance Management</p> <p>Staff Conduct and Appointment Policy</p> <p>Employment Policy and Equal Employment Opportunities</p> <p>Child Protection</p> <p>Assessing Student Learning</p> <p>e. Pou</p> <p>f. Property Update</p> <p>g. Medical Policy- <a href="#">email</a></p> <p>h. Out of Zone Enrolments for 2027</p> <p>i. 2027 Term Dates – requesting Board approval</p> <p>j. <a href="#">Trial Lockdown report</a></p> <p>j. Resolution for School name change</p> | <p>compliant.</p> <p>Appropriate guidelines to be put in place for staff. <b>Assurance for next meeting.</b></p> <p>The Board formally accepts all Term 2 statutory and operational assurances provided by the Tumuaki within the assurances documentation</p> <p>Rakau arriving 25<sup>th</sup> June</p> <p>Toilet Project is closed.<br/>Roofing project<br/>Clearlite replacements.<br/>10YA window replacements</p> <p>Fridge has been installed, appropriate staff trained, accessibility prohibited and medical plans have been amended and extra assurance that the medication is in both spaces.</p> <p>Board to approve 12 spaces for out of zone vacancies for 2027 for year 0-1.</p> <p>Board approval given for Term dates 2027</p> <p>The Board accepts the lockdown report</p> <p>The Board formally resolves to request a change of the school's name from Newton Central School to Te Uru Karaka Newton Central School</p> |  |
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| 5  | Hareanga<br><br>The EoTC forms to be sent to CC and MP and to be ratified at the next meeting  | Bryan Rehutai<br><br><i>The board delegates Erina Henare-Aperahama to hold the card and delegates Erina Aperahama to hold and submit the receipts.</i><br><br><i>To be ratified at the next meeting</i>                                                                                             | 7:33- 7:37pm |
| 6  | NZCER Wellbeing Survey                                                                         | Elizabeth Elvy<br>To be sent out towards the end of June, to be open for 4 weeks.                                                                                                                                                                                                                   | 7:37- 7:38pm |
| 7  | Feedback on attendance and enrolments from Auckland Chair hui including International Students | Elizabeth Elvy<br><br>Spoke about some incentives for good attendance<br>Enrolments: a lot of commented on declining enrolments<br>International students (add to term 3 agenda                                                                                                                     | 7:38- 7:45pm |
| 8  | Fundraising<br>PTA/ Production update                                                          | Bryan Rehutai<br>19 parents have volunteered                                                                                                                                                                                                                                                        | 7:45- 7:47pm |
| 9  | NZSBA Annual Conference                                                                        | Bryan Rehutai<br>17- 19 <sup>th</sup> July<br>Fa'amanu and Elizabeth – to confirm (Check with Simon and Dana)                                                                                                                                                                                       | 7:48- 7:52pm |
| 10 | Grants                                                                                         | Bryan Rehutai<br><br>Board approval needed to apply to Trillian Trust and Pub Charity Ltd for a grant of \$11,242.50 for the Hall AV Upgrade.50'<br><br>A decision has been made by the Board to apply to Trillian Trust and Pub Charity Ltd for a grant of \$11,242.50 for the Hall AV Upgrade.50' | 7:52- 7:52pm |
| 11 | TUKNCS becoming accredited for Visa applications                                               | Bryan Rehutai<br><br>Bryan to see how the next round of recruiting goes and bring to the Board to the next meeting.                                                                                                                                                                                 | 7:52- 8:00pm |
| 12 | Auckland Transport Update                                                                      | Bryan Rehutai                                                                                                                                                                                                                                                                                       | 8.00- 8:05pm |



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|    |                                                                                                                                                             | New additional pedestrian crossings and new artwork |                          |
| 13 | Awahou Incorporated Society<br><br><i>(In- Committee) at 8:05pm</i><br><br><i>Conflict of interest- Jackie Howard</i><br><br><i>Out of Committee 8:37pm</i> | Elizabeth/ Manu                                     | 8:05- 8:37pm             |
| 14 | Whakamutunga                                                                                                                                                | Bryan Rehutai                                       | Time finished:<br>8:39pm |

#### Open Actions

| Date | No | Action                                            | Owner  | Actioned by | Comments                                                                                                                                                   | Status |
|------|----|---------------------------------------------------|--------|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
|      |    | Approve Minutes from last meeting                 | MP/ EE | MP/EE       | The minutes from the meeting dated 12 <sup>th</sup> May 2026 have been approved and signed at this meeting on the 23 <sup>rd</sup> June 2026               |        |
|      |    | Approve In-committee minutes 12 <sup>th</sup> May |        |             | The In- committee minutes from the meeting dated 12 <sup>th</sup> May 2026 have been approved and signed at this meeting on the 23 <sup>rd</sup> June 2026 |        |

#### Closed Actions

| Date | No | Action | Owner | Actioned by | Comments | Status |
|------|----|--------|-------|-------------|----------|--------|
|      |    |        |       |             |          |        |

*I certify that these minutes were approved as a true and correct record of the Board of Trustees meeting of Te Uru Karaka Newton Central School dated 23<sup>rd</sup> June 2026.*

Signature/ Name: EL

Co- chair: Elizabeth Elvy

Date: 18/08/26