TE URU KARAKA
NEWTON Central School

Rūnanga Waka-hourua - Board of Trustees

Hui Minutes

Date and time	Tūrei 22nd September 2026	6:00pm - 9:00pm
Venue	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: Dana Salih- Toogood

	Items	Whom	Time
1	Karakia		6:00pm
2	Minutes, Actions and Declaration of Interest Register	The minutes from the previous meeting held on the 11th August 2026 have been approved and signed at this meeting. The in- committee minutes have been approved and signed at this meeting.	6.30-6:35 pm

		Xero History and Notes Report to be signed and approved by BOT 2026 Fixed Asset Register and Stock take and approval of depreciation to be approved and signed by BOT	
3	Motions for Resolutions International Students	*That the Board ratify the online resolution approved unanimously via email between 1 September 2026 and 6 September 2026 to:* *1. Approve the application to become a Code Signatory to the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 with NZQA for the International Student Programme within Te Puāwaitanga.* *2. Approve the expenditure of $4,750 plus GST in unbudgeted 2026 operational funds to engage Schools International Education Business Association (SIEBA) for consultancy ($3,500 plus GST) and annual school membership ($1,250 plus GST).* *3. Note that this set up investment will be fully recouped from incoming international student tuition and administration fees in Term1, 2027* *Internations Proposal* *Prospectus, student and parent pre-info and international student parent handbook.* *BOT member to cross check SIEBA and school docs. Feedback on booklets, prospectus, and fees. SFG to check*	6:35- 6:45pm

	Hall AV Upgrade	*Emergency numbers- get a cell phone for Internationals. The Board approves this.* *Board delegation for Jasmine to join the BOT on the finance* *Harenga EOTC- approved by email formal resolution* ***It was agreed at the Board of Trustees meeting of Newton Central School held on 22nd September 2026 to apply to Lion Foundation for a Donation of $17,595.00 to cover the cost of a School Hall AV Upgrade.***	
4	Term 3 Policies •Kura Community Engagement Policy •Inclusive Kura Culture •Ākonga Attendance •Concerns and Complaints Policy Term 3 Assurances •Bullying and Harassment •Student Behaviour Management •Minimising Physical Restraint •Computer Security and Cyber security	Bryan Rehutai *Feedback from Bryan, Elizabeth and Dana. A few suggestions, wording changes. Only change was protected disclosures- requirement to remind everyone annually to* *Board resolution needed for Community Conduct Policy.* *The Board accepts this resolution. (Reminder to be sent to Whanau termly)* *Parent and Whanau Code of Conduct*	6:45- 7:00pm
5	Tumuaki Report - items to be discussed below: Tumuaki report	Bryan Rehutai Confirmed staffing is in. Funding has dropped. Board funded teacher for	7:00- 7.30pm

	Staffing 2027 ERO Guidelines Self Audit Checklists Template Checkboxes El Niño- preparedness Preparation Quick Guide Strategic Plan	2027. Co-governance and structure. EE and MP – look for gaps and get external advice if needed, EE reached out to NZPC. The Board to loop back in Term 1 to relevant policies for e.g. emergency closure plans	
6	Finance *August Management Reports from Schooled* *Detailed Transactions* *TUK & TAH Report* *Executive Summary* *August Monthly Report* Incorporated Society	*Bryan Rehutai* The Board accepts the August financial report Chris Carrington to update Awahou and TUK are utilising our school accounts	7:30- 7:40pm
7	Property *Roofing project* *Purchase of Land* *Vandalism*	Bryan Rehutai Pool roofing- starting at the beginning of the holidays Not able to lease the land. Try to get a private sale- but couldn't get someone to value the land. Board to write Dwayne a letter- suggest things we can do for their privacy and wait for the new 10YPP. The Board formally declines the sale of land Money for vandalism to pool fence-has been recouped. Vents- used the budget- will be recouped. MoE to pay.	7:40- 8:00pm

	School Pool	Jackie Howard to report back. Acknowledges there is a risk associated. Weekends only- estimate costs in Jackie's document.(Add Jackie's report) . EE- some concerns- Workload, H&S. Tapu. Overall not in support. Board members thanked Jackie for her report.	
8	Attendance	Bryan Rehutai Board approves the attendance data	8:00- 8:10pm
9	Letter Ensuring Successful Curriculum Implementation within Rumaki and Dual-Medium Education Open Letter- Minister Open Letter- MoE	Jackie and Dana The Board to send it to the minister cc Jason Swan into the letter that is going to the MOE Add in that we acknowledge the hard work of MoE, Bryan will provide some wording. The BOT approves the sending of the letter with some changes	8:10- 8:20pm
10	Staff Well- Being	Elizabeth Elvy EE Trudi and Dana went over the data. Overall positive survey. Recommendations- Consultation Processes Student/ kaiako relationships strengthening them, This to be an annual survey. BoT receives the report. Bryan to provide his feedback at next Board Hui	8:20- 8:25pm
11	In- Committee	Elizabeth Elvy/ Manu Pihama	8.25- 8:55pm

12	Whakamutunga	Bryan Rehutai	Time finished: 9:00pm

Open Actions

Date	No	Action	Owner	Actioned by	Comments	Status
		Approve Minutes from last meeting Approve In-committee minutes 22nd September	MP/ EE	MP/EE	The minutes from the meeting dated 22nd September have been approved and signed at this meeting on the 27th October 2026 The In- committee minutes from the meeting dated 22nd September have been approved and signed at this meeting on the 27th October 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 22nd September 2026.

Signature/ Name: _____ Mana Pihama

Co- chair: _____

27/10/26