

BoT Minutes of Meeting 14th August 2025

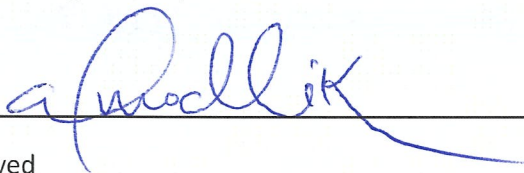
Meeting Details		
Date & Time	Thursday 14th Aug 2025, 7.00 – 8.30pm	
Attendees	Caine Webster (Principal), Libby Tuite (Presiding Member), Simon Jones (Finance), Alexandra Modlik (Comms, Parent Liaison), Matthew Pervan (Property), Manuela Hodgson (Secretary), Kate Excell (Staff Rep via zoom)	
Apologies	None	
Meeting Agenda		
Item & Link to Papers	Led By	Action
1. Intro and Admin	Libby	
1.1 Welcome / Karakia		
1.2 Present / Apologies	Caine	
1.3 Welcome		
1.4 Declaration of Interests		
1.4.1 Excell and Son Builders		
1.4.2 S.J. O'Hagan Electrical		
1.5 Confirmation of Agenda		
1.6 Confirmation of previous minutes Action Points / Matters Arising from Previous Meetings – exception reporting only Minutes BOT Meeting 17th July.docx BOT Action List		MV: Accept the Minutes and in committee minutes dated 17th July 2025 Simon, Alex
2. Correspondence	Libby	
2.1 Board / School correspondence		
3. Performance Strategic Direction	Caine	MV: Accept the principal's report Libby, Matt
3.1 Principal report August 2025		
3.1.1 Taken as read		
4. Assurance Effective Governance	Libby	
4.1 Governance schedule		
4.2 Board Assurance Statement and Self-Audit Checklist		
4.3 Policy review		
4.4 Health and Safety		
5. Assurance Financial Performance	Caine & Simon	MV: To approve invoices for July 25 Simon, Kate
5.1 Financial statements Finance only July invoices		
6. Sub-Committee Reports-Back - Summaries to be prepared for future meetings		
6.1 Property	Caine	
6.2 Fundraising update	Libby	
6.3 L&C Day - Meeting Scheduled for the 28th August		
6.4 BOT Comms - Libby about elections		
6.5 BOT Election		
6.5.1 After Libby talks to NZ Boards she'll suggest a plan how to contact new board members and when and in which format the next meeting will be.		Action: Libby to write BOT Comms about new board Action: To call New Zealand School Boards Association about presiding member while the incoming board is not in action yet Action: Manuela to get a quote for skip and 5 wheelie bins for lamb & calf day
7. Meeting Closure	Libby	
7.1 Summary of actions (including communications)		



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| 7.2 Items for Next Agenda | |
| 7.3 Review Forward Agenda | |
| 7.4 Comments on meeting procedures and outcomes | |
| 7.5 Closing karakia | |

Next meeting 11th Sept.



Approved

Date

Presiding Member

Alex Modlik

11 sept 25