

**Prebbleton School Board
Minutes of Meeting
Held on Monday 8th September, 2025, 6.00pm at Prebbleton School, Blakes Rd, Christchurch**

Present: Kim Alexander, Richie Cawthorn, Bron Hunter, Mandy Liu, Owen Flattery, John Russell, Jo Neal, Tegan Thornley (Minutes)

Acting Presiding Chair:

As Simon is absent, Owen acted as Presiding Chair for this meeting.

Karakia Timatanga:

Spoken together

Apologies:

Naomi Crawford
Simon Thompson

Related Party Declarations:

Nil. Interests Register updated.

Minutes from the Previous Meeting:

Moved that the minutes of the meeting held on Monday 4th August be accepted as a true and correct record

*M Liu/B Hunter
Carried*

Matters Arising:

Nil

Correspondence:

Inwards

14/8/25 New Zealand Principals' Federation - thank you letter to Simon and the Board acknowledging their service over the last three years

Outwards

11/8/25 Angela Vermeulen (Ministry of Education) - email from Kim on behalf of the Board re consultation on establishment of new primary school in Prebbleton

Principal's Report:

Kim presented her report.

Learning Achievement Reports

Jo Neal, SENCO presented the Learning Support report. The Board reviewed the Reading Specialist Programme report prepared by Karyn Doocey, the reading specialist support learning assistant.

John Russell presented the Social Worker report that he had prepared with help from Rowena, the CMM Social Worker.

Teacher Vacancies for 2026

Fixed term and permanent teaching positions for 2026 have been advertised in the Education Gazette and on the school website. Applications closed on September 5th and interviews will start next week. As the current

Board parent reps will have just completed their term, Kim suggested that Richie serve as the Board member alongside the principal on the appointments panel. Approved as a recommendation below.

School Board Triennial Elections

There are 16 candidates standing for the 5 available Board positions. Voting closes at 4pm on Wednesday 10th September and the results will be declared on Tuesday 16th September. The new Board will begin their three year term on Wednesday 17th September. Richie Cawthorn was re-elected unopposed as the staff representative.

PTA Update

The PTA has agreed to support the Board's COLA project by funding the safety pads, speakers and lights.

Thank you to the Board

Kim thanked the Board for all their hard work over the past three years and congratulated them on all they have achieved during their tenure.

Kim moved that her report be accepted with the following recommendation:

That Richie Cawthorn be the Board representative on the appointments panel for the upcoming 2026 permanent teacher position interviews

*M Liu/B Hunter
Carried*

Finance Report:

Bron presented the report.

Everything is as expected for this time of the year.

The banking staffing credit is decreasing as more relievers are booked for PLD, staff sickness and a new teacher starting in Term 4 for the next New Entrant class in Awa.

Bron moved that the Finance report be accepted:

*R Cawthorn/O Flattery
Carried*

Property Report

Kim presented the report.

5YA project: John and Kim have had a meeting with Alex from SSL, and an architect visit is scheduled for this week to discuss the potential workspace upgrades to Moana block.

Mana Whenua garden: The garden is progressing well thanks to excellent work from Jan Roberts and Brad Goodall. The steel art pillars have been installed and wired up with lighting.

Regan from Shade Systems has begun the process for the construction of the COLA (Covered outdoor learning area).

Kim moved that the Property report be accepted:

*R Cawthorn/B Hunter
Carried*

Health and Safety Report:

John presented the report.

A trial evacuation was tested last week during break time rather than class time. A few minor issues were identified for improvement, but overall it went well.

Kim moved that the Health and Safety report be accepted:

M Liu/B Hunter
Carried

John and Jo left the meeting at 6.45pm.

Moved into committee at 6.45pm under Schedule 2 Section 9 Subsection 2 of the LGOIM Act 1987, for matters of personnel.

Meeting resumed at 6.52pm

Karakia Whakamutanga:

Spoken together

Meeting closed at 6.53pm. Next meeting Thursday 18th September, 2025 at 5.00pm for the new Board induction.