


Papakōwhai School Board
Minutes of the Meeting 7 October 2025 at 7.00pm
Held in the school staffroom


28/10/25

Present	Rodney Strong – RS (outgoing Board) Marc Byres – MB (outgoing Board) Mark Smith – MS (Principal) Chris Robinson – CR Yojana Glass – YG Lance Mann -LM Michelle Kirrane – MK Junior Sasagi- JS Mandy Gong- MG Heather Turner – HT (minutes secretary)
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Agenda Item	Topic	Information	Action
1	Karakia	Meeting commenced with the Karakia	
2	Meeting Purpose	Purpose of meeting was for key members of the outgoing Board to welcome new Board and provide an overview of how the previous Board operated, including the committees.	
3	Previous Minutes	The Minutes of the Meeting of 2 September 2025 were provided but not discussed. The confirmation of these minutes to be undertaken at next meeting	Minutes of meeting 2 September to be reviewed at next Board meeting
		STRATEGIC BUSINESS	
4	2026 Strategic Plan	<ul style="list-style-type: none"> There is likely to be a legislative change to allow the current Strategic Plan to be rolled over for 2026. This would then only require the goals for 2026 to be added. MS will keep all updated 	
5	Presiding Member for 2025	<ul style="list-style-type: none"> It was agreed by Board that the election of the Presiding Member and Deputy Presiding Member could be done at this meeting. Nominations called for Presiding Member for the remainder of 2025 were called: Yojana Glass advised of her willingness to take the role. She did declare that she and MS attend same church. No further nominations were received. <p><i>Motion: That Yojana Glass be confirmed as Presiding Member for the remainder of 2025</i> <i>moved: LM, seconded MG Carried</i></p> <ul style="list-style-type: none"> Nominations called for Deputy Presiding Member for the remainder of 2025 were called: Lance Mann advised of his willingness to take the role. No further nominations were received. 	

		<i>Motion: That Lance Mann be confirmed as Deputy Presiding Member for the remainder of 2025</i> <i>moved: YG, seconded MG Carried</i>	
6	Board Committees	<ul style="list-style-type: none"> The role of each of the Board Committees was outlined and volunteers called for each Committee <p> <u>Finance:</u> MS, CR, YG, MG, JS <u>Property:</u> MS, LM, JS, MG <u>Policy:</u> MS, YG, MG (with LM if available for scheduled meeting) <u>Health & Safety:</u> CR, MK <u>Home & School representative:</u> LM </p>	
7	Next meetings	<ul style="list-style-type: none"> Board meeting: Tuesday 28 October 2025 7.00pm Finance Committee: Friday 24 October 8.00am 	
Meeting closed at		8.50pm	

SUGGESTED Board dates and committees for 2025- subject to confirmation by new Board

Term	BOT Dates	Finance Committee (1 week before Board) FRIDAY 8am	Property Committee Friday 8am (2 weeks before Board)	Policy Committee FRIDAY 8am (3 weeks before Board)	Health and Safety Friday 8am 1 per term TBC
4	25 November week 8 (TBC)	21 November (October accounts (if any) and Budget meeting)	14 November	7 November	TBC
4	2 December week 9 (TBC)				