



Te Kura o Wilford
Wilford School

Ako Tahī Tātou - Learning Together as One

MINUTES Wilford School Board

Date: 7 April 2025

Time: 1830 - 2030

Location: School staffroom

#	Item	Annotation
Administration		
1	Opening business	<p>Karakia: Georgia to lead karakia to open/close.</p> <p>Conflicts: Members to declare any new / changed conflicts. Kathryn conflict needs to go in</p> <p>Minutes and actions: Agree March 2025 minutes and update any actions.</p>
Reports		
2	Co-Chair update [Braden/Tina]	<i>Oral item.</i> Update on Co-Chair activity since our last meeting.
3	Tumuaki update [Kathryn]	<i>Oral item.</i> Matters for the Board attention that cannot wait until the next quarterly written report. The Tumuaki is responsible for determining what is reported to the Board in this agenda item. Help with putting in touch with support for whanau. Gate - Tumuaki to follow up and liaise with Co-Chairs. Noted that the situation has been understood and addressed and applied policy to the situation. Matt to reach out to graham to support transition.
Strategy		
4	Update on Petone Rotary Club MOU [Braden]	<i>Oral item.</i> Update on discussions/next steps for formalising the strategic relationship between Wilford School and Petone Rotary Club. Action to come up with the list of people to attend. Commitment by Friday from 3-4 staff meeting. Continue to work it through, Robbie to take over once transition.
5	Kimi Ora	<i>Oral item.</i> Feedback received and next steps. Disruption while construction is underway, effect on learning. Library change management. Surprised we didn't consult, noted the process was undertaken. Protected spaces, leadership opportunities, feel. Library will exist in the future, work through what that will look like. Kathryn to

		action. Stew to connect with the Ministry. Aim for week 2 term 2 - Tina W to sort something for NP, delivered by the usual suspects. Stew to talk to Jo about her views.
6	Property maintenance	Proposal from painters, note update re pool and maintenance principles moving forward. Sustainable maintenance and funding plan for the school
7	Annual Plan	<i>Paper provided.</i> Board to ask clarifying questions and endorse Annual Plan. Next time joint planning and consideration of the process. More regular engagement with the process and expectations. Endorsed.
8	Setting up for success [Stew]	<i>Pre-reading required.</i> Discussion about the Board's role and functions in a school that is moving from crisis to improvement. Pre-reading is supplied, and members should come with ideas/discussion points.
9	Other business	Other business as required. Include meeting schedule. Strategy process on the agenda for the next one under Stew. Papers a bit earlier. Week 2 and Week 9 each term on Mondays.

SJR

9/5/25