

**Prebbleton School Board
Minutes of Meeting
Held on Monday 19th May, 2025, 6.00pm at Prebbleton School, Blakes Rd, Christchurch**

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

Karakia Timatanga:
Spoken together

Apologies:
Nil

Related Party Declarations:
Nil. Interests Register updated.

Minutes from the Previous Meeting:
Moved that the minutes of the meeting held on Monday 31st March be accepted as a true and correct record

*N Crawford/R Cawthorn
Carried*

Matters Arising:
Nil

Correspondence:
Inwards

28/04/25 Education Review Office – Confirmed school report from ERO

13/05/25 Employment Relations:

- Notice of Initiation of Bargaining for a Primary Teachers' Collective Agreement
- Notice of Initiation of Bargaining for a Primary Principals' Collective Agreement

Outwards
Nil

Board Morning Tea for the Staff May 14:

The Board hosted a morning tea for the staff on May 14th to celebrate the excellent ERO report. Simon thanked Mandy, Naomi, and Bron for their help on the day. He also thanked Kim and, on behalf of the Board, acknowledged the outstanding work of all staff across the school.

Principal's Report:

Kim presented her report.

Education Review Office Report

The final ERO report was reviewed. The report was excellent and recognised the high level of teaching that is happening within the school. The key priorities and actions for improvement were discussed and Kim outlined the steps that will be taken within the suggested time frames. She will develop an attendance strategy and present it at the next meeting.

Schedule of Delegations

An updated Schedule of Delegations for the principal was presented to the Board for review. This replaces the one from when Alli Williams was Acting Principal in 2024. The Board unanimously agreed to the updated document and Simon and Kim signed the hard copy.

Curriculum Updates

There have been a lot of curriculum related updates coming from the Ministry with all the changes that are underway. This will result in changes to assessment and reporting. The community is being kept updated through regular articles in the newsletter.

Attendance Report

The attendance data for Term 1 was reviewed. It was pleasing to see an increase in the regular attendance rate from 81% (of students attending school at least 90% of days open) in Term 1 2024, to 85% this year.

School Board Triennial Elections

Board elections will be held on September 10th. Kim has written an article for the next newsletter to inform the community and to encourage people to consider standing. Board members were encouraged to approach any parents they think may be interested.

Kāhui Ako News

The eight Kāhui Ako principals were in Methven last week for their two day annual retreat. Cheryl Doig was engaged to facilitate the focus on strategic planning. There has been a lot of speculation that the government is planning to cease the Kāhui Ako system. The principals discussed how they might like to continue a model of collaboration and community, should the Kāhui Ako system end.

SchoolDocs Policy Report

Kim showed the Board the SchoolDocs dashboard to demonstrate how the consultation feedback process works when policies are under review.

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

That the Board approves and adopts the Schedule of Delegations, dated 19 May 2025

*S Thompson/M Liu
Carried*

Finance Report:

Bron presented the report.

The April financial report was as expected for this time of the year.

The water rates bill has increased since last year. Kim is going to talk to Brad to find out whether there's a specific reason or if it's just a general Selwyn District Council rates increase.

With interest rates continuing to decline, the amount budgeted for interest in 2026 will need to be reduced compared to 2025.

The school did a review of its insurance policies for this year. Quotes were sought from two brokers; Gallaghers and Aon and the decision was made to stay with Aon.

Bron completed one of her three random annual checks on Tegan's processes for paying staff member reimbursements. There were no issues to note.

Bron moved that the Finance report be accepted:

*O Flattery/R Cawthorn
Carried*

Property Report:

Naomi presented the report.

The school's drainage system held up well during the heavy rain that hit the Selwyn area on May 1st. The Mana Whenua garden project is progressing well. The final elements to be completed are the driveway entry steel art pillars and the four values pou.

The hall lighting upgrade is now complete, with all new lights installed.

The main school gates will now be closed during the day for student safety.

Estimates and concepts are being sought for the possible COLA (covered outdoor learning area) idea.

Simon moved that the Property report be accepted

*M Liu/O Flattery
Carried*

Health and Safety Report:

The report was briefly discussed.

John and Jo left the meeting at 7.04pm.

Moved into committee at 7.04pm under Schedule 2 Section 9 Subsection 2 of the LGOIM Act 1987, for matters of Personnel.

Meeting resumed at 7.21pm

Karakia Whakamutanga:

Spoken together

Meeting closed at 7.22pm. Next meeting Monday 23rd June, 2025 at 6.00pm