



# Minutes Wilford School Board

16/06/2025 - Apologies Braden

Date: 16 June 2025 Time: 1830 - 2030 Location: School staffroom

| #              | Item             | Annotation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| Administration |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                |                  | <p><b>Karakia:</b> Tina W to lead karakia to open/close.</p> <p><b>Conflicts:</b> Members to declare any new / changed conflicts. -</p> <p><b>Minutes and actions:</b> Agree May 2025 minutes and update any actions.</p> <p>Minutes accepted.</p> <p>Actions update:</p> <ul style="list-style-type: none"><li>- Rotary: RT to follow up with Braden</li><li>- Gate: KS confirmed the gate has been made and is being shipped down from Auckland. Gate at back working with new mechanism.</li><li>- Hero engagement: GG noted had done analysis of engagement on Hero posts. 12 families hadn't engaged in sample posts. Small overlap with last analysis.</li><li>- <b>Action:</b> Build in periodic review. School to get in touch with those not engaging.</li><li>- Planting: good progress on clearing. Planting plan underway. Shout out to Tony, the new caretaker, on coming along.</li><li>- Strategic Plan: include item to set out the Wilford way for staff, students, community etc.</li><li>- <b>Closed actions:</b><ul style="list-style-type: none"><li>- Ombudsman Report</li><li>- EOTC Policy Review</li></ul></li><li>- <b>Resolution:</b><ul style="list-style-type: none"><li>- Air Rescue Fund Grant for Camp – confirmed.</li></ul></li></ul> |
| 1              | Opening business |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Reports        |                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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|   |                                                      | <p><i>Oral item.</i> Report sent through email. Please also see OTJ's - Mid 2025</p> <p>Discussed Tumuaki Update.</p> <ul style="list-style-type: none"> <li>• Noted reduction in behavioural incidents.</li> <li>• Emphasised the importance of safe behaviour on Williams Street.</li> <li>• Discussed class capacity numbers.</li> </ul> <p>OTJs:</p> <ul style="list-style-type: none"> <li>• Not happy with statistics. Focused on how to get improvement from individual children.</li> <li>• Some specific issues around attendance, ESOL or kids are part of ORS.</li> <li>• Not presenting back an OTJ for maths to families. Writing and Reading has been the focus for first half of the year. Whanau will still hear how kids are achieving with maths.</li> <li>• <b>Board took a great interest in the data and will take a close interest in future data on achievement.</b></li> </ul> |
| 2 | <p><b>Tumuaki update</b></p> <p><b>[Kathryn]</b></p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|   |                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|   |                                                      | <p><b>Strategy</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 4 | <p><b>Strategy process</b></p>                       | <p><i>Discussion:</i></p> <ul style="list-style-type: none"> <li>• KS developing process to engage community in strategy conversation.</li> <li>• July-August gather data. Then theme up. Survey to validate. Then use to develop strategy.</li> <li>• New strategy needs to be in place in early 2026.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5 | <p><b>Kimi Ora</b></p>                               | <p><i>Verbal update to be given.</i></p> <ul style="list-style-type: none"> <li>• Ministry of Education announced Naenae primary school zone classroom build. Wilford for future.</li> <li>• Community Hui was generally well-received.</li> <li>• Conversations on library move etc unlikely to be resolved until build confirmed.</li> <li>• Room move went well.</li> <li>• <b>Action:</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

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|   |                                          | <ul style="list-style-type: none"> <li>Need to get update communications back out to community by the end of the year.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 6 | <b>Finance Report</b><br><b>(Robbie)</b> | Papers provided <ul style="list-style-type: none"> <li>Report accepted</li> <li><b>Action:</b> <ul style="list-style-type: none"> <li>KS to update Board on funds needed to cover Pasifika Tuition so budget can be updated for H2 2026.</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                        |
| 7 | <b>ERO update (Tina R)</b>               | Verbal item. <ul style="list-style-type: none"> <li>ERO coming into the school in July. Focus on runaki.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 8 |                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 9 | <b>Other business</b>                    | Election reminder<br>Other business as required. <ul style="list-style-type: none"> <li>End of Term update from Board: <ul style="list-style-type: none"> <li>Encourage attendance at Board meeting.</li> </ul> </li> <li>Hutt Fest: <ul style="list-style-type: none"> <li>Discussed arrangements for Hutt Fest in final week of term.</li> </ul> </li> <li>Internet: <ul style="list-style-type: none"> <li>Last phase of internet upgrade to be completed in Term 3. More secure. Information to be sent to Board and staff.</li> </ul> </li> </ul> |



Minutes confirmed by Tina Renata, Presiding Member