



**Te Ara Maurea  
Roydvale School**

**TE ARA MAUREA ROYDVALE SCHOOL**

**Minutes of the  
POARI MEETING**

**Held at 6.30pm 18 June 2025 online via Google Hangout**

**PRESENT:** J Pretty, H McLennan, S Ogilvie, J Washington, A Larmer, A Palmer

**APPROVAL & NOTATIONS**

- 1. WELCOME**
- 2. APOLOGIES** - R Williams, L van den Broek
- 3. CONFLICTS OF INTEREST**
- 4. SCHOOL DOCS - POLICY REVIEWS**
- 5. NOTICE OF GENERAL BUSINESS**

**PREVIOUS MINUTES**

**7. CONFIRMATION OF MINUTES**

**Motion:** That the minutes of the meeting of the Board held on 21 May 2025 having been circulated, be approved and adopted as a true and correct record of that meeting.

***Moved:*** J Pretty

***Carried:*** S Ogilvie

**Action point - Josh to respond to Justin at CNC re community engagement with our school. Done**

## **REPORTS**

### **8. PRINCIPAL'S REPORT**

The Principal's report had been circulated. Jenny went through her report and the following items were discussed:

- 8.1 Furniture purchase - Homerooms 1 & 2 - the NE class will be starting up in Term 3 in Homeroom 1. These two classes have not been fitted out with new furniture like our other classroom spaces. We have received 5YA Furniture and Equipment funding from the MOE which can be put towards this. Lara obtained a quote to fit out one classroom space at a cost of \$10.4K. The Board was in support of funding the balance of new furniture purchase for these two classrooms at a total cost of approximately \$15.6K.
- 8.2 Mural - Homeroom 9 and 10 wall - Jenny met with three artists to discuss proposals for a mural on this wall to complete our landscape works. Two artists have supplied quotes which the board has reviewed. We will ask our students to create some designs which will incorporate our three birds and cultural narrative and then get the artist to design a piece that is driven by our students. The board supported this proposal and agreed to engage Nick Lowry for this work. Jenny will share the design prior to it being painted with the board.
- 8.3 New sound system application proposal - our hall is in need of a new sound system as the current one we have is old and not future proof. Jenny presented a quote for an organisation that applies for funds on behalf of others. The board supported this process and quote.
- 8.4 Homeroom 1/2 and 3/4 toilet upgrade - the MOE have released some of our 5YA funds for property upgrades which we are currently organising. The toilets in these spaces are old and in need of replacing the vinyl and toilet pans. Homeroom 1 & 2 currently has 7 toilets and only needs 2 which would also then leave an area that can be made into a breakout space for this classroom. The 5YA property funds from the MOE does not cover toilet replacements as this comes under school maintenance costs. Therefore the board would need to fund these upgrades. Jenny presented a quote for the toilet upgrades at a cost of \$20.4K. The board was supportive and agreed to fund this work.
- 8.5 Jenny presented the following recommendations to the Board:

**Recommendation:** That the Board approve our Executive Officer to be the Returning Officer for the upcoming staff elections.

**Recommendation:** That the Board approve the purchase of new furniture for Homerooms 1 and 2 at a cost of approximately \$15.6K.

**Recommendation:** That the Board approve funds to upgrade the toilets and basins in Homerooms 1/2 and 3/4 at a cost of \$20.4K.

**Recommendation:** That the Board ratify the BDO Financial Accounts for 2024 financial year.

**Recommendation:** That the Board approve Nick Lowry to paint the mural on Homeroom 10 at the cost of \$4,005.

**Recommendation:** That the Board approve Thea Mickells to write an application on behalf of our school as per the attached quote.

**The board resolves to accept these recommendations as minuted in the Principal's report.**

Motion that the Principal's report be accepted.

**Moved:** J Washington

**Seconded:**

**Carried**

## **9. FINANCE**

Rebecca's finance report was circulated and summarised below.

- 9.1 The school recorded a deficit in May following the large surplus in April. This is reflective of the timing of MOE funding. Overall the school's finances are tracking well. The year-to-date surplus is much better than the deficit budgeted at the start of the year.

Josh noted that the school is in a good position and has funds available for the agreed commitments above.

9.2 Rebecca confirmed she has reviewed the transaction ledgers.

Motion that the Finance report be accepted.

**Moved:** R Williams

**Seconded:** H McLennan

***Carried***

The meeting moved in committee at 7.26pm.

The meeting moved out of committee at 7.29pm.

INWARDS CORRESPONDENCE			
28 May 2025	Email	Justin Fields, Principal, Christchurch North College	Acknowledgement of email sent from Presiding Member
28 May 2025	Letter via email	BDO	2024 Final Audited Accounts & Board Report
OUTWARDS CORRESPONDENCE			
28 May 2025	Email	Justin - Christchurch North College	Relationship with our school
30 May 2025	Letter via email	MOE	Directed student - Confidential

Next meeting date: 20 August 2025

Meeting closed at 7.30pm



**APPROVED**

**(Presiding Member)**

**DATE**

**20 August 2025**

