

# BOARD OF TRUSTEES MINUTES HELD IN THE STAFFROOM TE 30 Hongongoi | July 2025

Meeting held in the Governors Bay School Staffroom. Meeting commenced at 6.04

# 1. Administration

- a. Present: Christine Murphy, Annie Collins, Sally-Ann Fitzhardinge, Callum Arnold, Glen Naysmith and Ruth Renwick
- b. Apologies: None
- c. Visitors: Ange Rayner
- d. Speaking rights
  - i. Motion: That Rebecca Baynes is given speaking rights in relation to agenda item 2c and Ange Rayner speaking rights to agenda item 3.c.

Moved: Sally-Ann Fitzhardinge

- e. Declaration of Interest: None
- f. Confirmation of previous hui Minutes

Motion: The minutes of the BOT meeting held on 18 June 2025 are to be Passed.

Moved: Ruth Renwick Seconded: Annie Collins

- g. Review and confirm any actions items
  - i. Investigate Grants Ongoing
  - ii. Health and Safety Wellbeing to be addressed again this year.
  - iii. Confirm content topics and who is writing the articles for The Bay News and our Update. Ongoing
- h. Correspondence In:
  - i. Disestablishment of the Kāhui Ako
  - ii Science Teaching Leadership Programme Acceptance Letter

### 2. Decisions

a. Co-Opt Chloe Delamore-Black to the BoT until the final election 2025 results are announces for the new BoT.

Motion: The Board agrees to Co-Opt Chloe Delamore-Black from 30 July until the final election results are announced for 2025.

Moved: Sally-Ann Fitzhardinge Seconded: Annie Collins

b. Co-opting a current member of the BoT for 3-6 post election meeting to assist with continuity and guidance.

Motion: The Board agrees to co-opt Annie Collins to the board until the end of Term 1 2026.

Moved: Ruth Renwick Seconded: Glen Naysmith

- c. Finance
  - i. Profit and Loss Report
  - ii. Finance Notes

Motion: The monthly finance report for 30 June is received and payments within are approved by the Board.

Moved: Ruth Renwick Seconded: Annie Collins

- d. Health and Safety including Wellbeing, School Docs. Christine Murphy spoke about the previous survey and suggested some changes for a new survey going forward.
- e. Changes to School Docs (historic and upcoming)
  - i. Physical restraint rules were updated in December 2024. Key changes to be made Week 3, Term 1.
  - ii. Finance and Asset Management Policy Updates will be published to school sites by the middle of Term 3
  - f. Review any EOTC documentation None.
  - g. Out of Zone Procedures 2026

Motion: The Board approves the out of zone ballot dates, as directed by CPPA 2026.

Motion: The Board approves up to 15 out of zone positions for 2026 with the year levels to be determined at each intake.

Moved: Ruth Renwick Seconded: Chloe Delamore-Black

h. Property

i Review upcoming projects - None

# 3. Discussions/Reports/Presentations

- a. Principal's Report Tabled
- b. Mid Year Achievement Data Christine Murphy presented the report. The Board would

like the year on year comparative data to be added to Achievement Data Report.

- c. WSL (Maths) progress report. Ange Rayner spoke to her Maths progress report. Tracking well with the new Maths curriculum.
- d. English Curriculum refresh update Ruth Renwick spoke to the English Curriculum Update document. Tracking well.
- e. Māori Consultation Has not been done yet. Date has been suggested as Week 6 Term 3. To check with Rapaki about a date.
- f. Strategic planning consultation Has not been done. Date has been suggested as Week 6 alongside the Māori consulation.

# 5. Identify Agenda Items for the next hui on Wednesday 18 June 2025

# 6. Administration

a. Correspondence out -None

# 7. Closure of Hui

- a. Resolution for extension of time not normally exceeding 30 minutes if needed No
- b. Preparation for next hui -

# Karakia Whakamutunga

Kia hora te marino.

Kia whakapapa pounamu te moana.

Hei huarahi mā tatou i te rangi nei.

Aroha atu, aroha mai.

Tātou i a tātou katoa.

May peace be widespread. May the sea be like greenstone; a pathway for all of us this day. Let us show respect for each other, for one another. Bind us all together.

Hui Closed - 8.04pm

Public Excluded - No

Action Item	Responsible
Investigate Grants Sally-Ann Fitzhardinge make a folder for grants	Sally-Ann Fitzhardinge and Board
Health and Safety - Wellbeing	Board

Confirm content topics and who is writing the articles for The Bay News and our Update	Board
Health Consultation for parents.	Christine Murphy
Strategic planning consultation	Board
Māori Consultation - Connect with Rākaki	Board