



Minutes of Somerfield Te Kura Wairepo School Board Meeting 25 November 2025 6.00pm

Present: Meagan Kelly, Julie Bassett, Lucy Green, Tim McIntosh (facetime), Hayley Knowles, Emily Reeves, James Dann and Daniel Caigou and Fritha McCrimmon-Robinson (google meet)

Visitors: Nicky Horne, Kellie Englefield and Karen Haines

Apologies: None

Late: None

Conflict of Interest: None

Motion: That all present have speaking rights

Moved: Lucy Green

Carried

Motion: The minutes of the October 2025 meeting were read and approved as true and correct. (emailed approved)

Moved: Lucy Green

Carried

Motion: Moved that the above administration matters are accepted.

Moved: Lucy Green

Carried

Principal's Report

- Report in folder

Motion: That the Principal's report be accepted as read.

Moved: Meagan Kelly

Seconded: Hayley Knowles

Carried

Correspondence In:

None

Correspondence out:

- Letter to Minister and local MP written by Lucy Green re: Treaty obligation - BoT

Motion: The Board endorses and supports the letter to be sent to the Ministry and local MP with a potential change from Emily if needed.

Moved: Lucy Green

Seconded: Daniel Caigou

Carried

General Business

- End of Year Achievement Report presented by Kellie Englefield
- Intervention Report presented by Nicky Horne
- Application for Additional teachers for maths (.2) and literacy (.2) has been approved by the Ministry
- Additional PD will be given re: New Curriculum 2026

Strategic Discussions

- Contestable Funding Matrix and application form was shared with the Board.
Available to view in Board papers. \$2,000 allocated in the draft budget for 2026.

Motion: The board approves the proposed contestable funding initiative of \$2,000.

Moved: Lucy Green

Carried

Finance Report

- Report in folder
- Draft Budget 2026 shared
- Agenda for next meeting Parent Donation payment plan
- Financial Strategic plan meeting to be set up re: 5 year plan

Motion: That the October 2025 accounts to be accepted by the Board as true and correct.

Moved: Meagan Kelly

Seconded: Hayley Knowles

Carried

Motion: That Board approves the draft budget for 2026 to be submitted to Solutions and Services.

Moved: Meagan Kelly

Seconded: James Dunn

Approved

Property

- The board was shown the proposed site for the new classroom
- Concerns - accessible bathrooms, handrails, only 1 accessible entry point
- Lucy to submit feedback and send to Meagan
- Quote needed for new decking
- Application submitted to the Learning Support Team re: 1.8 metre fences
- Somerfield street gates/entrance to be added to the agenda for the next meeting to be discussed.
- Kinetic sand update

Strategic Planning:

- Monday 9 February 2026 5pm
- Timetable BoT only from 5-6pm, Senior Leadership Team 6-8pm

BoT Meeting 2026 - 6.00pm Monday (Week 3 and 8)

Monday, 16 February

Monday, 23 March

Monday, 4 May

Monday, 8 June

Monday, 3 August

Monday, 7 September

Monday, 2 November (Week 4)

Monday, 7 December (Week 9)

Mihi Whakatau Dates 2026, 9am

Monday, 9 February

Monday, 9 March

Monday, 20 April

Monday, 1 June

Monday, 20 July

Monday, 24 August

Monday, 12 October

Monday, 16 November

Meeting closed at 9.30 pm

Lucy Green

Presiding Member