



# **Minutes of Somerfield Te Kura Wairepo School Board Meeting 2 September 2025 5.30pm**

**Present:** Meagan Kelly, Kellie Englefield, Julie Bassett, Cameron MacPherson, Lucy Green, Tim McIntosh, Tony Steffens and Stephanie Muller

**Visitors:** Nicky Horne, Hayley Knowles and Emily Reeves

**Apologies:** None

**Late:** Elizabeth Eastmure 5.45pm and Emily Reeves 6.20pm

**Conflict of Interest:** None

**Motion:** That all present have speaking right

**Moved:** Lucy Green

**Carried**

**Motion:** The minutes of the July 2025 meeting were read and approved as true and correct.

**Moved:** Lucy Green

**Carried**

**Motion:** Moved that the above administration matters are accepted.

**Moved:** Lucy Green

**Carried**

## **Principal's Report**

- Report in folder
- Policy review
- Finance Report
- Behaviour Report
- Attendance Reporting shared
- Enviro school resources discussed
- ICT updated Plan in folder
- ICT depreciation of assets on register
- Heath and Safety incident re: broken leg update

**Action:** An reminder email to be sent to whānau re: Election close off date (10 September)

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

**Moved: Meagan Kelly**

**Seconded: Tim McIntosh**

**Carried**

### **Strategic Discussion**

- Consultation for Strategic Planning
- BoT provides feedback
- Summarising/sharing feedback from community
- Potential gaps noted
- Next step will be shared at next BoT meeting

### **Finance Report**

- Report in folder
- Depreciation Asset Register is being journaled by Solution and Services

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

**Moved: Lucy Green**

**Seconded: Tony Steffens**

**Carried**

### **Wellbeing Report**

- Report in folder
- Update on food parcels for whānau
- Update on Full bellies

### **Property**

- Update at next meeting

**Rōpū reports: In folder**

### **BoT Meeting - 6.30pm**

21 October

25 November

### **Mihi Whakatau Dates:**

6 October

10 November

Meeting closed at 7.20 pm

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**Lucy Green**

Presiding Member