

CONFIRMED MINUTES

MAUNGARAKI SCHOOL BOARD MEETING



At the **Board Meeting** on **6 Aug 2025** these minutes were **confirmed with the following changes:**

Karen Morgan has not been to MCA

Name:	Maungaraki School Board of Trustees
Date:	Wednesday, 25 June 2025
Time:	6:30 pm to 7:32 pm (NZST)
Location:	School staffroom, Maungaraki School, 137 Dowse Drive, Maungaraki
Board Members:	Aaron Moore (Chair), Matthew Butler, Cole Komarkowski, Kim Webby, Lizzie Briscoe, Megan Hurley, Shane Robinson
Attendees:	Brigitte Ferguson, Darian Schulz, Emily Chamberlain
Apologies:	Lisa Agent

1. Regular items

1.1 Prayer and Karakia

1.2 Present and Apologies

1.3 Interests Register

1.4 Confirm Minutes

Maungaraki School Board Meeting 14 May 2025, the minutes were confirmed as presented.



Decision Date: 25 Jun 2025
Mover: Shane Robinson
Second: Lizzie Briscoe

1.5 Principal's Report



Decision Date: 25 Jun 2025
Mover: Matthew Butler
Second: Megan Hurley

PB4L - We have been gifted \$10,000 towards this. Other schools have been using money for reward days for children. MOE doesn't check how it is being spent but it is a use it or lose situation.

MCA Hall - Lizzie has completed some work around the hall use, Shane will be sending this to the HCC. Karen Morgan who is running for Mayor has been very involved in the MCA meetings and we need to keep her in the loop.

Roll Growth - The NE enrolments have dropped so the new overflow class won't be opening until Term 4, this will be in the far right end of the Waihanga.

Numeracy Development - The new MOE curriculum didn't align and the MOE was unable to answer questions from our staff. We had Julie Roberts who wrote the curriculum come in and complete some sessions with the staff, Julie was able to tailor the information to the way Maungaraki School teaches and learns. The assistance from Julie is costly but worth it, we will be looking to have two more sessions with Julie in Term 3. Shane will be providing feedback to MOE on the way the new curriculum was rolled out.

Accidents - A lot of the accidents are on the field due to the water logging caused by the concrete pad by the hall, unable to do much about this at this stage.

1.6 Finance Report

Audit - Clarified the issue with the segregation of duties - this is due to two people in the office, every school has same issue. The issue highlighted about Shane was a conference where Shane signed off Darian's attendance however as it was called a principals conference the auditor questioned it. Great result for the school on the audit.

Financial position - The school is in a good financial position. We completed a full review a couple of weeks ago, avail funds are good. R&M is the same as every other year, running ahead, we will be keeping an eye on this.

AFSC - They are taking a long time to pay their bills, not methodical in payment. All bills have now been paid in full.

Cleaning contracts - Running over budget, met with cleaners and asked to pull back on holiday cleans, staying with current supplier.

Donations tracking well.

No additional questions.



Decision Date:	25 Jun 2025
Mover:	Lizzie Briscoe
Seconder:	Kim Webby

1.7 Review EdPay Authorised User Report

Tabled.

1.8 Property Update

Moved away from capital contracts.

Darian and Shane attended a tense meeting with the school property manager and MOE person, they were arguing between themselves. The up shot is the adviser was kicked into action.

We are currently \$900k over budget on porches and classroom upgrades, MOE and adviser are sorting themselves. No action is required from the school. MOE is upset it wasn't bought up earlier. Aaron to sign updated 10YPP.

N4L upgrade completed, it has caused some issues such as shutting down access to some apps.

Car park shut down from 1.30pm. Parents still moving cones to access car park.

Contractors looking for solutions for field and fencing.

Mice in H&S shed - Megan has key for the shed. Look at alternative options for storage.



Decision Date:	25 Jun 2025
Mover:	Cole Komarkowski
Seconded:	Matthew Butler

1.9 BOT Election

We pushed go on the Hero and Election Pilot integration a couple of days ago, this will provide parent contact details to Election Pilot to send them all the info.

Suggestion to hold an afternoon at the library to encourage more people to come along to BOT meetings and look at joining the BOT.

Majority keen to stay on the board. Suggestion to shoulder tap some parents to get more insight around property and finance. One more BOT meeting before nominations close, try to get parents to the next meeting. Look at NE parents and gain more diversity.

Can choose to set the board size, it just needs to be adjusted in Hero. Optimal number is 5-7, standard is 3-7 but would result in a constitution change. Risk in having numbers too high means we won't fill the board and allowing for co-op undermines the board election process. Currently 5 elected and 1 co-opted. Matt replaced Paul.

The teacher rep will be elected at the same time.

2. Strategic Discussion/Decision

2.1 Maungaraki School - Strategic Aims 2025

T3 we will go thru numbers.

Initiatives are aligning well thru the school. Waihanga is incredible, testament to what was set out to do. Other principals acknowledging.

HuttFest and Matariki - Te Ao Maori. HuttFest was amazing, students owned the stage, all parents should feel proud. Community event for Matariki, great for such terrible weather to all come together. Great tradition to keep going. HuttFest video to be shared once we receive the professional version.

Jayne working thru return to work plan, trying to increase hours slowly, up to 4 hours this week. Not fully engaged in class as yet. Still need another person to help her as she is not fully back on board.

Waihanga - Tracking budget and expenses - Ben doing well at cheaply resourcing all of the Waihanga projects. He is going to auction off some of the game units to recoup some of the funds. Reuse parts in future years. Different ages did different projects, running similar theme for all year groups. Keeping cohesive.

Values - looking at how we can reinvigorate, the values don't change but how you deliver on them changes, consultation with whanau. Normally happens as board changes. Mini cross groups - home room, etc. Do more regular engagement. Keep connected with community regularly. Get voice from community prior to full survey. Planned for maori whanau next term.

Strategic plan end of 2025. Shane will bring next time, isolating community members asking questions about values, bring themes back to the board. Pull back to previous data and track if anything needs tweaking.

No further patai.

2.2 Maungaraki Community Hall - Strategic Discussion & Update

3. External Updates

3.1 Home & School Update

Pizza lunch on Friday 27th June.

Planning a parent fun event in September. Not the big fundraiser - more of a community event. Rock N Roll Bingo.

Also looking to plan a 'Something' - a - thon. Probably mathathon.

3.2 MCA Update

AGM earlier this month. Lots of councillors at the meeting.

MCA stopping what they are doing might be a good thing. Need to engage with the community more. What are the big projects the school and MCA can partner together to improve the community. MCA is a charity, can get grants or fundraise. Rewrite constitution.

Asked about progress on other hall (Eastbourne) people, unable to share. Understood and worried about the school.

Simon Edwards, with the changes in Melling that traffic will be diverted to Dowse roundabout, will cause havoc with southbound traffic. Keep an eye on this. Shutdown is a contained window, trialled and it was chaos.

Keep an eye on children walking to school.

4. Public Excluded / In Committee

4.1 Resignation

Tabled.

4.2 Thank you to the Board from the Maungaraki School Staff

The school board provided a morning tea for the staff at the end of Term 2. A huge thank you from the Maungaraki School staff to the board!

5. Close Meeting

5.1 Close the meeting

Next meeting: Board Meeting - 6 Aug 2025, 6:00 pm

Signature: _____

Date: _____