

CONFIRMED MINUTES

FINAL BOARD MEETING



At the **BOT Meeting** on **15 Oct 2025** these minutes were **confirmed as presented**.

Name:	Maungaraki School Board of Trustees
Date:	Wednesday, 3 September 2025
Time:	6:00 pm to 7:30 pm (NZST)
Location:	School staffroom, Maungaraki School, 137 Dowse Drive, Maungaraki
Board Members:	Lisa Agent, Megan Hurley
Attendees:	Aaron Moore, Matthew Butler, Cole Komarkowski, Kim Webby, Lizzie Briscoe, Shane Robinson, Emily Chamberlain
Apologies:	Brigitte Ferguson, Darian Schulz

1. Regular items

1.1 Prayer and Karakia

1.2 Present and Apologies

All board members present

1.3 Interests Register

No changes to Interest Register

1.4 Confirm Minutes

Board Meeting 6 Aug 2025, the minutes were confirmed as presented.



Minutes confirmed

Minutes confirmed

Decision Date:	3 Sept 2025
Mover:	Cole Komarkowski
Second:	Matthew Butler
Outcome:	Approved

1.5 Principal's Report

The strategic aims are normally required to be updated on a 3 year cycle, the last cycle was 2 years, and this time MOE has advised to carry the current Strategic Aims over for another year.

This works out well, as it will give the new board a chance to get their head around everything. Propose for the new board to complete community consultations early next year. This can be just tweaking of the existing but making sure to include the refreshed curriculum, Te Ao Maori and the Waihangā.

The policies have not been reviewed due to Sicknesses within the team. This will be handed over to the new board once they are elected.

Attendance intervention is great for the kids. Well done to Darian for putting the feelers out.

School planning info 2026 - Number for Tipu are low, which will mean they will shrink to 3 classrooms. Question raised if we are actively trying to get more students in this syndicate, Shane recommends no ballot for this as he is reluctant to ballot a whole class into one syndicate as it could change cultures and behaviours. If we do end up with more students coming we could add an extra classroom at the time.

The school has noticed less of a drop off for year 7s due to changes with HIBS enrolments. Question raised if the Waihangā has any correlation to the lower number of kids leaving - Unsure, it is hard to tell if this is actually making a difference. Maungaraki School now has just as good a reputation and other intermediates in the Hutt Valley. Either way this is a positive change leading toward larger student numbers.

Whanau Hui - There was a good turn out and a good hui. Received good feedback from whanau involved and shared some school activities with them. There were similar numbers to the last whanau hui, however people were more engaged and shared their opinions more than in previous years. Matua Sam has sent an email follow up for people that missed the hui so they can still have their voice.

NZEI - Shane believes we may be heading towards industrial action. Secondary schools are already going through rolling strikes. BOT needs to keep in mind the wellbeing of the staff and keeping an eye on people as this causes a lot of pressure on staff. Shane and Kim have been discussing how best to look out for and look after the staff. people. NZEI are very careful at managing the timings of any industrial action and how they can support staff.

Waihangā - Place is going really well. Kids are loving it. See the Waihangā report for more information.



Decision Date:	3 Sept 2025
Mover:	Matthew Butler
Seconded:	Megan Hurley
Outcome:	Approved

1.6 Finance Report

Received a Grant for camp, it came in a bit late but was able to bring costs down for families (approx. \$50 per child). Nicola is looking to apply for more grants to cover camp costs.

The school is still sitting in surplus funds, however this could dwindle due to the new NE class.

Teacher aide budget line is over but a requirement.

BOT election overspend due to using an online service this time around. Need to adjust the budget for this next time. Have found the system much more professional.

Parent donations are coming in well.



Decision Date: 3 Sept 2025
Mover: Kim Webby
Seconded: Lizzie Briscoe
Outcome: Approved

1.7 Property Update

The rugby pole has been broken in half - HCC has been contacted. The rugby field is hardly used for rugby.

Tim working on filling the holes in the field. As we come into spring the grass should grow. This is not the school's responsibility. Will have another chat with the council.

Supplementary funding of 900k locked in. Darian and Lee (Property Manager) got it across the line. Porches will be weathertight and look really nice thanks to these additional funds.

In Term 1 next year, A block roof will be replaced. This will result in some classroom shuffles (only 2 at a time). Smaller student numbers will make these shuffles a bit easier. Lots of options available for where to move classes around the school. Questioned if the smaller student numbers impacts staffing budgets - We won't know until 12th September when the budgets are released and we are told how many staff we can employ.



Decision Date: 3 Sept 2025
Mover: Lisa Agent

2. Strategic Discussion/Decision

2.1 Strategic Aims 2025 Update - Waihangā Programme

All feedback around the Waihangā is extremely positive. It is great experiential learning for the students.

Ben Young is really enjoying this work, as are the other teachers involved.

In Term 4 all students will be creating things for a Market Day.

Nick and Tim have done a great job on the workshop area.

Next year we are planning to add a shade sail to the large concrete pad (where the pool used to be) to make it an outdoor learning area. This area is relatively sheltered. Classes nearby are finding it fun to watch and not too noisy or disruptive. Some drainage work is still required to be done in this area as rain still causes a pool.

The learning programmes will be run on a 2year cycle to ensure all kids get to experience the same, adjustments will be made to ensure it is keeping up with evolving technology and not getting stagnant. Ben and the Waihangā team have been balancing and managing their finances incredibly well. A lot of the resourcing is coming out of Bens personal time but not his pocket. It is great that they are reaching out and asking parents for materials or help.

Ben's passion has helped to drive this to be a success. Recognition from BOT to Ben. We will ensure to keep documenting programmes with all info such as suppliers. Ben is well supported and is committed for next couple of years. Waihangā good for attendance as kids want to come.

Waihangā report to be sent out to families via Newsletter as all families should see what great work is being done at all age levels. Public recognition for Ben and team.

Parents were reluctant at the start but at whanau hui they were all very positive. It was a big risk that paid off.

2.2 Maungaraki Community Hall - Strategic Discussion & Update

MCA Hall update - Shane received an email yesterday advising that from 2026 the school will lease the hall for three years as the main tenant. The school can then sublet as desired. Prior to taking over this lease the school and board will need to come up with a hall budget, update the school budget and implement a new fee structure and hall committee. Well done to the hall sub-committee (Shane, Lizzie and Cole) for getting this over the line. This minimizes risk for the school and provides more flexibility.

2.3 2026 Term Dates

All approved of term dates.

11/09/2025 - Term 4 end date adjusted to Tuesday 17th December.

3. External Updates

3.1 Home & School Update

Disco - still waiting to work out final amount after return of products. Thinking its about \$2k.

Bogan Bingo - sales extremely slow. Please all share with friends and come along. Raffle prizes, external company comes in to run it.

Math-a-thon pushed out to Term 4.

Calendar art T4

Christmas Carols Thursday 4th December. Grant from MCA, waiting to hear how much from HCC.

Juicies in T4, decide if whole term or just last half.

3.2 MCA Update

Not much to report.

Discussing transition from MCA to school. Lease agreement from HCC should be sent to the school early Term 4.

School and MCA will need to liaise regarding updating insurance policies, cleaning contracts etc.

MCA to notify everyone (tenants, community, etc)

The MCA will be pivoting to be more of a charity to support the community. However money may be tight as there will be no revenue.

Hall assets will need to be split. Gym mats, etc.

Biggest bills are cleaning and power. Maybe installation of solar panels to the hall could be the first job for the MCA following the changeover of the Hall lease.

Pet project for Aaron will be updating the emergency resilience and emergency hub.

4. Public Excluded / In Committee

5. Close Meeting

5.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Thank you from Shane to the BOT.

This will definitely be the last meeting for Lisa and Megan. Megan has been involved with the board for 7 years.

Special mention to Aaron for being chair alongside the challenges of being chair of MCA. Aaron expressed his thanks to the board for making it easier on him and all their support.

Thanks to Kim for her teaching and education expertise, it has been a great contribution.

Signature:_____

Date:_____