

# CONFIRMED MINUTES

## BOT MEETING



At the **BOT Meeting** on **10 Dec 2025** these minutes were **confirmed as presented**.

<b>Name:</b>	Maungaraki School Board of Trustees
<b>Date:</b>	Wednesday, 12 November 2025
<b>Time:</b>	6:00 pm to 7:00 pm (NZDT)
<b>Location:</b>	School staffroom, Maungaraki School, 137 Dowse Drive, Maungaraki
<b>Board Members:</b>	Aaron Moore (Chair), Cole Komarkowski, David Lankshear, Kim Webby, Lisa Grant, Lizzie Briscoe, Matthew Butler, Shane Robinson
<b>Attendees:</b>	Emily Chamberlain

### 1. Regular items

#### 1.1 Prayer and Karakia

#### 1.2 Present and Apologies

#### 1.3 Interests Register

#### 1.4 Confirm Minutes

**BOT Meeting 15 Oct 2025**, the minutes were confirmed as presented.



<b>Decision Date:</b>	12 Nov 2025
<b>Mover:</b>	Matthew Butler
<b>Seconder:</b>	Lisa Grant
<b>Outcome:</b>	Approved

#### 1.5 Principal's Report

There has been heaps happening in the Education Sector lately, four announcements made in the last two weeks have tipped Education on its head. The staff are over it and are experiencing change fatigue and feel that no matter what they say changes will keep happening. These changes and the fatigue they cause does trickle down onto the school and the students.

Teachers are writing reports at the moment. The assessments are all changing next year, more information around this due to come out this week from MOE.

Policies team to meet before next meeting and review outstanding policies.

Shane ran through all of the Board assurances.

Cleaning contract - switching, we hope. Change in contractor is a lot less money than current contractor. Staff had been complaining of slippery floors and unclean tables etc. Shane has given the current company until EOY before contract ends, unsure if it is the right decision as we have experienced a few extra alarm callouts since telling them contract is over. Will monitor and change earlier if possible or required.

One student was stood down, a plan is in place with the parents.

School staff and draft classroom layout will stay as is if no property work goes ahead. If it does there will be a bit of musical chairs/classrooms. Layout set for 2026 means most teachers wont need to move classrooms.

BOT would like to provide a Morning tea for staff - Kim to advise BOT of best date, would like make it a 'Christmas' thing, maybe week 10.

Accidents and incidents - Tim (caretaker) fell down the boiler room stairs (something was on the top step and it fell and Tim went to grab it but fell) He broke a finger and cracked some ribs. Sent a care package as Tim is main cooker in his household. This will be reported on in the next accidents register.

Options for PD for staff for 2026

- Julie Roberts - We surveyed staff and all were very positive, most people loved her. Ticket for next is engaging high quality experts. Not focusing on MOE curriculum but on good teaching.
- Sheena Cameron and Louise Dempsey for writing, booked to come in for a Teacher Only day.
- Consultation for MOE ends in 6months.

Julie started to unpack whats changed in the curriculum during her last visit, MOE left her name on it even though she didn't write any of it.

Board questioned if there is a risk in upskilling even when it might change again. Shane agrees that there totally is a risk but doesn't know what the right answer is. We need to focus on good practise not the detail.

Extra money towards PD has been included in the 2026 budget.



### Review policies prior to next meeting

review

**Due Date:** 9 Dec 2025

**Owners:** David Lankshear, Lisa Grant, Shane Robinson



**Decision Date:** 12 Nov 2025

**Mover:** David Lankshear

**Seconded:** Lizzie Briscoe

**Outcome:** Approved

## 1.6 Finance Report

School is still in a good financial position.

Operational grants are down but all should balance out at the end of the year.

Repairs & Maintenance is over budget but that is to be expected.

Teacher Aides are over budget but this will be balanced out by the low spend on teaching salaries. The rise in TEacher Aide costs is due to the additional support that has been invested in the Waihanga.

Donations are tracking really well.

Teacher salaries are low as the New Entrant class started later in the year than originally planned.



<b>Decision Date:</b>	12 Nov 2025
<b>Mover:</b>	Matthew Butler
<b>Seconder:</b>	Lisa Grant
<b>Outcome:</b>	Approved

## 1.7 Property Update

A recent storm caused damaged to the Shade sail. Engineers are reinstalling and assessing to make sure it is safe for the wind we experience here. We were quite lucky the damage occurred outside of school hours but this is still concerning.

The fire exit door in the Library got caught in the wind and bent backwards damaging the hinge.

The school/Tim has been working on the field and are seeing great result.

We have started trenching by the old pool out by the waihanga sheds.

Tim is doing great job all round.

Kim is doing a great job with pest control. She is now the Maungaraki pest controller.



<b>Decision Date:</b>	12 Nov 2025
<b>Mover:</b>	Cole Komarkowski
<b>Seconder:</b>	Lisa Grant
<b>Outcome:</b>	Approved

## 2. Strategic Discussion/Decision

### 2.1 Strategic Aims Review - 2025

Each meeting Shane provides a review of some of the School's Strategic Aims. As the year goes on the BOT gets updated termly.

One that is missing is the data for literacy and maths, we are holding off to give teachers more time for testing. This will be included in the next meeting. Will help to inform where we go from here.

Missed out on graduate profiles. Some of the values have not quite been implemented due to curriculum based stuff.

We have had some good success and good community interactions.

Our Staff have really dug in with building connections and relationships with the students. Some examples of this include the different clubs the Teachers organise outside of their standard

teaching requirements, such as, Trapping Club, Lunchtime Volleyball, Chess Club, French club. Kim checks traps every morning with a bunch of kids. Sam has been doing NFL with kids at lunchtime and on Saturdays. In turn this has had a huge impact on lunchtime behaviours and attendance.

Staff have taken charge of their own wellbeing initiatives we have handed it over to teams to tailor to suit more, kai is generally always involved.

Need to think about student wellbeing, we have a Wellbeing coach in one morning a week at a cost to the school (free to families) she is able to do a lot more than teachers and staff can do. Gives the kids time of day and helps them to build strategies. Unfortunately teachers don't have 45min to sit with each student. We think investing some more money into this would be beneficial. A recent MOE report of our students showed that 160 of 380 are in need of additional support (anxiety, etc). Very high percentage - almost a third, of that third only 10 are funded.

Waihanga has gone from strength to strength. We believe we are region leading in terms of STEMM and recently came 2nd and 4th in STEMM competitions. Wellesley came first in both, however, Wellesley have 5 kits we have none.

Kaupapa Maori, Kura Ahurea are all meaningful opportunities to work with community.

Board questioned if the Ministry directive in terms of Te Reo changes anything for the school. MOE has given schools the option to remove. The BOT needs to discuss where to go next year. There has been a lot of push back regarding this nationwide. The NZ Board Association wants a petition to be signed. Would the BOT be okay with our chairman signing the petition. All agreed.

Our achievement and Te Tiriti work has been amazing, it has not come at a cost to the education of our students. Matariki helps kids to sit and reflect and brings the community together.

How does BOT feel about talking to community regarding what does the MOE is proposing? All happy to discuss and put something out.

How does the BOT feel about going one step further and issuing a statement to send to out advising the community of the boards priorities. Board all need to agree, if you have any worries reach out to Aaron. Would like to be clear about how great we are doing results wise, what we do and how Te Reo and Te Tiriti are an ingredient to our success. Kids love it and it is making a difference. It is just part of the school culture. All happy for statement to be issued. Shane, Lizzie and Aaron to draft and share.



### **Petition**

Would the BOT be okay with our chairman signing the petition.

**Decision Date:** 12 Nov 2025

**Outcome:** Approved



### **Community Discussion around Te Tiriti**

How does BOT feel about talking to community regarding what does the MOE is proposing?

**Decision Date:** 12 Nov 2025

**Outcome:** Approved



### **Issue Statement in support of acknowledging Te Tiriti**

How does the BOT feel about going one step further and issuing a statement to send to out advising the community of the boards priorities. Board all need to agree, if you have any worries reach out to Aaron. Would like to be clear about how great we are doing results wise, what we do and how Te Reo and Te Tiriti are an ingredient to our success. Kids love it and it is making a difference. It is just part of the school culture.

**Decision Date:** 12 Nov 2025  
**Outcome:** Approved

## 2.2 Draft Budget - 2026

Budget discussion has been Tabled to the next meeting.

The \$70,000 in the red is one teacher's salary.

The school has had a couple of financial wins lately which means we may be able to break even.

Our teacher funding is lower this year but we have been able to get some extra approved. We have received another 0.3FTTE for Structured Maths, another 0.2FTTE for Structured Literacy, we went back and said that this number is unreasonable and were able to get another 0.6FTTE. A total of 1.1FTTE more than we were originally told we would get. We may also be able to get another 0.6.

Our operational grant is also lower but MOE has raised it a little more. The schools main income is the operational grants.

We are planning to keep the school donations and activity fees the same for 2026.

Home and School managed to raise more than their budget this year but we will keep the budget the same.

Grants - we always try get grants in but it can be risky.

We have a lot of money in staffing next year that is going to enrichment programs.

Support staff and teacher aides needs an increase.

Professional Development has been upped by 10,000.

Student wellbeing - currently 4k, can we do 8k? as mentioned previously we would like to have our wellbeing coach on site for more than half a day a week. Just a draft, don't need answer straight away but not a new thing. If more funding comes from MOE we can increase the budget. There is a current waitlist for the wellbeing service, the teacher identify students and add them to a prioritised waitlist. We will never be able to get through the full waitlist but it is beneficial to students and families to have this wraparound service available. Currently we would say there is 2-3 students per class being seen, most parents wouldn't even know about the service, teachers are keeping an eye out on the kids. A budget increase would increase the time she in on site, from half day to full day every monday.

Hall - have only put the expense in the budget not the income as we don't know how much could be made. There will be revenue, just don' know much will be offset by overheads. Can Crest do a deal for school and hall?

Capital - Same as 2025, just need to keep upgrading classes. Chairs tables etc.

Waihangā could pull back for a bit but want to keep having good tools.

ICT - What is the use for life of current kit, they say 5 years. I pads last 4 years, chromebooks maybe 3 years. With budget we have we can get a couple new sets of each. Sochet and Darian sort N4L.

Nothing we want to add for capital for revised classrooms, have requested they cover the autex, if they can't we may need to reassess.

With the MOE tools coming out, are they going to give us anymore money for training. They will cover training probably, unsure how. But as they are mandating they may be free. PAT costs \$4-5 per child, so there will be some expenses.

Not much of budget has changed from 2025. Overspends we have tried to make it work as best as possible.



### Hassle MOE for money

If anything comes back to keep us in safety zone we can put Student Wellbeing up to \$10k.

**Due Date:** 9 Dec 2025

**Owner:** Shane Robinson

## 3. External Updates

### 3.1 Home & School Update

Events coming up:

- Christmas Carols - Thursday 4th Dec about 5pm - Need more helpers. Set up required before 5.00pm and will need all hands on deck. Cole will be away. Need help to sell food, cook BBQ. Let Lizzie know if you can help. Will check with Hayley if a note needs to be sent to families for additional help. Hall has been booked as back up. Aaron to follow up sponsorship payment from MCA.
- Pizza Lunch moved to Tuesday 16th.
- Mathsathon - almost finished, so far have raised \$4.7k
- Juicies every Friday.

### 3.2 MCA Update

Not much to report.

Working through setting up the constitution.

Shane went through with Steven and did an audit of items in hall. Over the next couple of weeks Aaron will go through with the regular users. Anything left over will be donated.

Hall committee can then have a think about what to charge when leases end. All current leases expire at the end of the financial year (March 2026). Will probably increase for 3 months. Contracts state renegotiations will occur when ownership changes.

Regular users haven't been advised on what is happening, waiting until contracts are signed.

Current pricing is based on similar rooms with the HCC.

Currently pretty well used with regular bookings.

## 4. Public Excluded / In Committee

## 5. Close Meeting

### 5.1 Close the meeting

**Next meeting:** BOT Meeting - 10 Dec 2025, 6:00 pm

### New Actions raised in this meeting

Item	Action Title	Owner(s)
1.5	Review policies prior to next meeting <b>Due Date:</b> 9 Dec 2025	David Lankshear, Lisa Grant, Shane Robinson

Item	Action Title	Owner(s)
2.2	Hassle MOE for money <b>Due Date:</b> 9 Dec 2025	Shane Robinson

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_