

CONFIRMED MINUTES

BOARD MEETING



At the **Final Board Meeting** on **3 Sept 2025** these minutes were **confirmed as presented**.

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

1. Regular items

1.1 Prayer and Karakia

1.2 Present and Apologies

All present

1.3 Interests Register

1.4 Confirm Minutes

Maungaraki School Board Meeting 25 Jun 2025, the minutes were confirmed with the following changes:

Karen Morgan has not been to MCA

Karen Morgan has not yet been to MCA.



Moved

Moved

Decision Date: 6 Aug 2025
Mover: Shane Robinson
Seconder: Matthew Butler
Outcome: Approved

1.5 Principal's Report

Strategic Aims Report

The school has come up with a plan to increase writing results.

Community Consultation Discussion

There was discussion around the upcoming Strategic Planning. Community consultation is required prior to updating the Strategic Aims, the current board can start the process but the new board will need to have ownership following the upcoming election. Shane will drive the process as we are currently unsure who from the current board will remain. Whānau surveys, whānau hui and parent interviews will be carried out to get a broad idea of what parents want and expect. Once the new board is announced the existing board can present any findings and carry out a handover to the new board at their first meeting. Previous whānau survey was in surveymonkey, the school direction has changed since then but Megan and Aaron offered to have a look at the questions and update as required. Any changes made will impact the 2026 budget, all needs to be decided before March 2026 when the Strategic Plan needs to be submitted to the MOE.

Shane stated that there will be 'non-negotiable's' that all schools will need to have as part of their strategic aims, these will be:

- Attendance
- Refresh of the curriculum
- Exceleration of students.

Maungaraki School's uniqueness to our community needs to be planned and implemented by the new board.

Board Assurances

No questions on board assurances - schooldocs makes thing easier.

School Policies

Three policies to review - Shane, Lizzie and Aaron to meet as sub-committee to review. Will be in next board pack after review.

Maungaraki Hall Updates

Hui was really good, more optimistic than originally thought. Felt like they were on our team. Report to be submitted to HCC in next week or two. They appeared to be nervous about the school making it a cash cow. Board suggest a review of profits. Three year term is not a long time, when they come back to us we can look to extend to 6-10 years. The school doesn't have much much chance of making more than 24k in profits, however the hireage for the hall hasnt gone up in a while. All board member's comfortable and happy - school preferred option 1, this keeps things business as usual for school access and gives the school more opportunity to do more in the hall and make it look more like a 'school' hall.

Board Elections

Nominations are now closed. We received 13 nominations for parent reps with six spaces to fill and 2 nominations for staff reps with 1 space to fill. We will be going to an election. All correspondence will be sent out by Election Pilot in due course.

Attendance

We are up from where we were at this time last year. Our result of 69% is the number MOE wants to be 80%. Most of our kids are here most of the time. This term is a sickness term, kids want to be here so are coming to school sick and making others sick. Holidays during term is also a cause of lower attendance but the school can't decline. We have found no correlation between holidays and lower results, however it is the kids with Monday-itis or who don't come to school when it is raining (bottom 2-3%) that are impacting their results. Things like Huttfest caused a lot of absences. MOE auto collects attendance info daily now. Part of our policy and procedures is to enact truancy. If MOE question's the school - We can show that Maungaraki School process tracks students attendance. If there are concerns we send out letters, meet with people and plan with families. At this stage we don't send letters for term-time holiday makers at this stage, we will only do so if MOE forces it. Our School learning is really exciting and not boring for our kids. We are motivating the kids to attend with the fun of school.

NZEI Update

There will be paid union meeting on 20/08, the majority of our staff are NZEI members. We have made a plan to assist staff attending the meeting, Kelly Club have agreed to have children from 1-3pm if parents are unable to pick them up but we are anticipating high community support to pick up their children.

Prior to industrial action, NZEI is looking for more community support, they are asking if the board will support union members in what they need to do to encourage more teachers, more teacher aides, getting the Treaty of Waitangi recognized and support staff more support. The NZEI are printing signs/hoarding to go to boards/schools to put on fences gauging support and permission from the board. Maungaraki School would be one of the first to pledge, all info shared by Kim Webby at the meeting. 90% of our staff are unionised, this really high. There is currently a retainment rate of 30% with third year teachers drop out of teaching as the support falls back and they lose support from the government and the community. Key experience teachers aren't there with 70% of principals being in their roles for less than 4 years. We need to show massive support to our teachers to show how much we support them. **All board members in support of union signage/hoarding being displayed at Maungaraki School.**

An example of the changes being asked for by the union are as follows:

One teacher aid per 25 kids - currently we don't have enough well trained Teacher Aides, we only have 5 on staff. Only one of which works full time, we probably only have 3 FTE. MOE gives us 24 hours a week of TA support and the BOT puts in an extra 10. 100 hours sounds like heaps but it's really not, it is the bare minimum for getting by. Not every child can engage correctly, so many kids would benefit from having TA to help to digest info.

Initial offer from govt was voted on today - waiting to see what happens.

Reminder to all that we are doing it for the kids, they need trained and high quality teachers.

Professional Development

Julie has been back to help more with the new Maths curriculum, she also showed the staff some stuff that can be transferable across writing and other areas as well. Julie will be coming back again in a couple of weeks, and we will try to get her back in Term 4 too. The staff are enjoying it and we have had a positive response. We will look to find a similar writing support for next year.

AI

There is lots of AI work going on that the school needs to get a handle on it. The school has drafted a procedures document that will be included in the upcoming policy review. The staff have started using AI but we will not be letting the students dive in until the teachers have more knowledge of how it works. We are using Gemini as it is Google driven and integrates with our Google suite, we are insuring that no identifiable data is being put into the AI system. Next month we have Steve from Google coming in after school to support, help and answer any questions staff may have. The use of AI will hopefully save time going forward.

Accidents

We have adjusted the office staff's breaks to ensure there is a trained first aider in the office at all times, the office is no longer monitored by senior students.



Hoarding on fences

Moved

Decision Date:	6 Aug 2025
Mover:	Aaron Moore
Seconded:	Shane Robinson
Outcome:	Approved

1.6 Finance Report

The school is doing well and is in a good healthy financial position. Emily has completed a full review.

R&M as per usual we are looking to be over-budget. Tim made some significant impact - See property report for more information. Will try keep overages light.

AFSC - as per usual they have been slow at paying their bills. Questions raised if we should be supporting Kelly Club more in Newsletter, have the numbers dropped due to financial constraints or more parents being home/WFH. Shane will catch up with Vanessa from Kelly Club and see if school can help or support in any way. Have also noticed an increasing number of students at school before 8.30am and 10-15 kids in library everyday after school. Lisa the volunteer librarian is doing well at policing.

Teacher Aide Salaries - This is getting quite tight, we have reviewed whats coming in and found we are getting more than what was budgeted. However, the budget doesn't change so doesn't reflect this.



Moved

moved

Decision Date: 6 Aug 2025
Mover: Lisa Agent
Seconder: Matthew Butler
Outcome: Approved

1.7 Property Update

Covered Area

We have installed a roof between two spaces to re-utilize storage spaces into usable spaces. Conduit was run and Clint has wired the space back up.

The kids are LOVING the woodwork/build and play area. But we need to make sure this space is suitable such as moving wood around and benches, etc.

Drainage

The fence is still up and the grass has started growing. Peryers, MOE, Darian and Frequency to try and get solutions as it is not looking how we wanted and not enough money for concrete. Trying to solve sogginess and potentially redirect water from driveway. Darian to keep working on this. No money and no-one wants to spend any money. Hopefully the fencing will be gone in the next few weeks. Once the grass has grown we will get HCC back in to mow and fertilize the grass patch and the field Especially before Summer.

In Week 9 we are holding an event on the field so we will be trying to patch and reseed prior to this event.

Heat Sensors

This work is now completed and up to standard.

Porch Areas

The plan is to redo some classrooms and get them up to spec. In 2026 we will need to move people around to free up spaces so the building work can be done. This includes removing the roofs of the classrooms and porches. We will be starting with Rooms 1-5 to begin with and try to do 2 at a time. MOE had a mismatch of quotes - this has been sent back to MOE and requested confirmation of where we are at, awaiting response. It didn't seem like there was going to be an issue.

Autex

We may come back to this. In the redevelopment of some of our spaces they didn't include updating the autex as it was too costly. BOT may decide that while the porches are done we get the autex done too - at a cost to the school. All classes currently have the autex but it needs updating.



moved

moved

Decision Date: 6 Aug 2025
Mover: Cole Komarkowski
Second: Kim Webby

2. Strategic Discussion/Decision

2.1 Maungaraki School - Strategic Aims 2025

When looking at this data it is best to check the sub-level before, students have to do a double jump when they move to a new syndicate caused by a sub-level. This is what causes the data to drop so much between year 2 and 3 and year 6 and 7.

Our teachers and kids are working really hard, measuring against the old curriculum.

Our students will struggle even more next year with the new curriculum and we won't have this data to look back on. Unfortunately, we won't have ongoing cumulative data, the numbers will be different and we can't ask teachers to continue on with the same data trends. However, we do expect similar results even if the data looks different.

Our focus area is writing, in particular year 3's, year 7's and boys. We have identified target students to work with and the syndicates meet regularly to discuss and review. Very few of our students are above the required levels in writing, we don't believe technology is playing a part in this decline. It is a real worry for the school but historically this has always been an issue with boys in particular.

Maths used to be the struggle but with the support from Julie we have been able to pull this back up. We will assess the writing program with the new curriculum and transfer some of the skills taught by Julie across writing and other aspects of learning.

Another focus area is structured literacy.

We currently have 45 hours for teacher aide support (includes 20 ESOL hours) We appreciate the board giving more. We are using extra support in NE class, TA additional support where they can.

Teacher Aides is the biggest budget line by far. We receive 600K from MOE in funding and spend a third of that on Teacher Aides



Tabled

Tabled

Decision Date: 6 Aug 2025

2.2 Maungaraki Community Hall - Strategic Discussion & Update

Tabled

3. External Updates

3.1 Home & School Update

Dino Disco is coming up on Friday 22nd August. Tickets have been loaded into Lunchonline for purchasing. We are doing more of a push to get parent helpers/volunteers to help with running of the disco. As this is a fundraiser for year 5-6 camp, push to year 5-6 parents to support.

Bogan Bingo is later in the term, Hayley and Cole are working in the background to get this organised. The 'Save the date' has been sent out.

Committee is looking to get disco done and out of the way before pushing more advertising for Bogan Bingo.

Maths-a-thon - Darian is creating a booklet with Nic to go home with kids so they can work through the levels. This will be run over a month and each week there will be a family maths challenge. Could even look at getting celebs to reach out weekly. More to come in the next few weeks.

3.2 MCA Update

Not much to report from MCA. They are catching up next week to go through their constitution.

4. Public Excluded / In Committee

5. Close Meeting

5.1 Close the meeting

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

Signature: _____

Date: _____