

## Board Meeting Minutes

Date: Monday 4th May 2026

Time: 6:30pm

Location: Matangi School

### Karakia

Meeting opened with a karakia at 6:32pm

### Administration

**Present:** H Pirie, L Murray, A Buttimore, F Van Den Einden, K O'Connell, K Anderson, R Naumann  
(Zoom)

**Apologies:** K Osborne

### Board Conflict of Interest Register

- None declared

### Declarations of Interest

- None declared

### Minutes

*Minutes dated 23rd March are approved.*

**Moved by** F Van Den Einden

**Seconded by** L Murray

### Correspondence (List)

- **In**
  - Email to board - Curriculum Reform

### Presiding Member Verbal Update

- Thanks to the school for ERO visit.
  - ERO supportive of what is happening around school.
  - Areas to work on still. i.e. strategic planning for the end of the year.
  - Principal appraisal and reporting. Already started yet fine tuning still to happen.
  - Impressed with the governance side of things. On the right track.
  - Rob met with ERO today. Important to do board PD. Rob will send through some notes.
  - Some Board Members have started PD.
  - Student achievement workshop in June.

### Board Delegations Register

- To be reviewed every meeting.

## Strategic / Annual Plan

- Evidence spreadsheet prepared by Sarah Godsall
- Local Iwi:
  - K O'Connell has made contact with local marae for staff and board possible visit.
  - Staff wanting to be appropriately prepared when a marae.
- Additional support:
  - Making a large difference. Support staff are gold and have the ability to cover everything.
- Strategic Plan draft:
  - L Murray and K Anderson will start working the strategic plan along with K O'Connell and school SLT.
  - Gain input from community at parent interviews at the end of T2 for first draft.
  - Start T3 for the second draft.

**Strategic Objective 1 - Our People**

**Strategic Objective 2 - Our Place**

**Strategic Objective 3 - Our Practice**

## Reports

### Principal Report - *Discussed by K O'Connell*

#### Attendance

- 82% attendance. Increase.
- T2 and T3 tend to see a drop of attendance due to illnesses..

#### Curriculum & Phonics

- Well above we should be.
- More data will be shared at the next Board Meeting.

#### SENCo & Learning Support (*Sarah Godsall*)

- Funding has been well received with the extra support.
- Great to have S Smith back at school.

#### Professional Development

- ERO - We are on the right track.
- Feedback to children. Hattie/Marzano practice.

#### Leadership Structure

- Leadership structure / management.
- Staff are happy and positive feedback.

#### Property & Operations

- 5YA tail end budget may be able to be relocated to the pool.
- Possible internal walls could be erected in the Totara block classrooms.
- Photocopy review. Tenders are coming in.
- Carpets have been tested for asbestos. All negative results. New carpets will be able to go in.
- Pool meeting this week with a project manager.

#### Principal Engagement & Meetings

- Taken as read.

#### Education Review Office

- Discussed.

### **Staff Wellbeing Update**

*For Information*

- Staff morale is high.

### **Principal's Reflection - Start to Term 2**

*For information*

- Highly positive start to Term 2.

### **Acknowledgements & Positives**

- Thank you to the board for the acknowledgement.

## **Health and Safety Report**

- No trends of incidents in sickbay report or reports around the school.
- No EOTC coming up at this stage.
- ERO happy with the EOTC coverage.

## **Finance - discussed by A Buttimore**

- School tracking well in the first months of this year.
- Comprehensive report.
- Fuse in solar has been replaced. Utilities increase due to the broken fuse.
- Still waiting to hear back from Darryl for review.

### **Motion**

*The Board approves March and April monthly accounts.*

**Moved by** L Murray

**Seconded by** A Buttimore

## **Board Papers**

### **Succession Plan**

- Important to have.
- H Pirie to finalise.
- Training for all Board members is important.

### **Swimming Pool**

- K O'Connell still looking into funding.

## **Governance Section**

### **Strategic Plan**

- Above discussed prior in the meeting.

## **Other Matters**

### **Fundraising Committee**

- TOR - changes have been made.
- Working document.
  - Terms of Reference for Fundraising to be approved.

**Moved by** K Anderson

**Seconded by** A Buttimore

- Initiatives - Donut, Bingo already planned.
- Paddock to Playground Project
  - Financial or Land contributions (grazing)
    - Purchase a cattle or offer paddock to graze cattle.
    - L Murray and Husband J Murray are keen to facilitate this project alongside school office staff.

- Money will come into school. Invoices sent to school for payment.
- Transport / weekly checks by J Murray.
- Ties into our local rural community.
- Trial in a small format. Possibility to continue in future years.
- Short term commitment for the land owners.
- Keep it local and manageable.
- A quick approval by the board is requested.
- Lisa draft / Arna reviewed then send to board for final checks by Hayden.
- L Murray will draft up agreement. Arna will review then will be sent to H Pirie for final checks before approval from the board.

## Consent Motion (All one motion)

All consent motions approved collectively.

## Action List Arising from Meeting (Summary)

Action	Responsible
Remove Swimming Pool Board Paper	H Pirie
Remove Leadership Structure from action	H Pirie

### Next Meeting Date

22nd June 2026

**Public Meeting closed: 7:41pm**

**Public Excluded Business**

**Karakia Whakamutunga**

**Meeting Closed: 7:47pm**



Signed

30-06-2026

Date