



Richmond Road School | Te Kura o Ritimana (6.00pm – 8.00pm)

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02/06/26

Growing together, celebrating our unique identities/Te tipu ngātahi mā roto i te whakanuinga o ō tātou ake tuakiri

Agenda of School Board meeting Wednesday 4th February 2026

Agenda		Minutes	Mover / seconder	Action
Present		Carla Bleriot (Presiding Member), Jacqui Yearsley (Principal), Susan Trainor (executive assistant), Kyra Vince, Maire Sands, Jared Cannons, Geraint Tagaloa		
Apologies		Uala Toamaka (Staff Rep)		
In attendance				
Financial Services form to be filled out and signed (attendance)				
Karakia/Welcome/Speaking rights		David Pentecost - Data reports kōrero from Term 4 2025 Literacy Report End of year data measuring against the mid year data. A lot to celebrate in the report. Priority Learners have moved in a positive direction. Strong evidence that improvement is happening through the data graphs. Overall we are seeing progress in significant amounts across rōpū. Numeracy Report Reporting may look different over the year depending on the new curriculum. OTJ for strategy and knowledge.	Moved by: 2nd by: Carried:	

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		Ideas into Actions is a continuation from year to year. What works, what needs improvement, budgeting constraints etc. Data sharing is being done with all staff. The Board thanks Matua David for his mahi.		
Confirmation of Minutes		Motion: That the minutes of 26th November 2025 be adopted as a true and correct record of the meeting.	Moved by: Carla 2nd By: Carried: Unanimous	
Matters arising		Motion: The matters arising have been completed and accepted.	Moved by: Kyra 2nd By: Maire Carried: Unanimous	
Correspondence: • list emailed before meeting [please email prior to the meeting any mail you may want to see. Most mail is in use once it arrives at school]		Motion: That the Correspondence as tabled be received. Anything going to or from Board should be in correspondence.	Moved by: Kyra 2nd By: Geraint Carried: Unanimous	Jacqui to check correspondence December to the Board from Te Komitee, and th Board response. 11/12, 17/12/202
Principal's Report:		Motion: That the Principal's Report as tabled be received A lot of end of year 2025 information. There were 2 teacher only days before children started. Organisational matters on the first day and the Te Tiriti o Waitangi on the second. Very educational and enjoyable across all staff. From a constitutional place, it would be good to have Nathan, the Te Tiriti speaker, to present to the school community.	Moved by: Carla 2nd By: Carried: Unanimous	

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<p>Finance Report: Draft 2026 Budget (Budget Tab only)</p>		<p>Motion: That the finance report as tabled be received</p> <p>Community consultation for constitution and community PLD for Te Tiriti. Looking at external people for consultation process. MoE to approve draft and support with relevant people and include iwi representatives. Talked about external sports teams and the costs process. PBLP and MLP need updating. Look at BoT training for a conference in Auckland. Thoughts about swimming for whole school.</p>	<p>Moved by: Carla 2nd By: Carried: Unanimous</p>	
<p>Property Report: N/A Building</p>		<p>Motion: That the property report as tabled be received</p> <p>Someone to be with the Inspectors at all times to get an understanding as to where they are at.</p>	<p>Moved by: 2nd By: Carried:</p>	
<p>Professional Development Curriculum Updates</p>		<p>The curriculum has been introduced over two years but has yet to be confirmed. Content is there, we just need to be up to speed on the progression part. There is professional development being set up to coincide with the final iteration of the curriculum. Structured Literacy will be supported in the English medium. There will be some for Samoan Literacy too.</p>		
<p>Curriculum/Data N/A</p>				
<p>Policy Review: Board Roles and Responsibilities</p>		<p>Motion: That the policy as presented be approved.</p>	<p>Moved by: Kyra 2nd By: Jared Carried: Unanimous</p>	<p>Jacqui to: 12.4 Look into this poi to see if it is a</p>

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				suggestion or a requirement for t policy. Is it an NZ: requirement.? Nominate staff member to do th
Conflict of Interest Register items.		Jacqui Yearsley record contact with Board re hiring PA- related		
Other Items <ul style="list-style-type: none"> - Board sub-committees - Data reports - 2026 draft budget - Annual Plan review - Constitution - L'Archipel event - Other Business 		<p>PM 2026 Kyra nominated Carla. Unanimous support.</p> <p>DPM 2026 Kyra is able to do this. Carla supports this along with the rest of the Board. Unanimous support.</p> <p>Finance Committee Carla, Jared, Jacqui</p> <p>Property Committee Maire, Jacqui, Jared, Geraint</p> <p>Policy Committee Uala, Jacqui, Geraint</p> <p>Constitution Committee Kyra, Jacqui, Maire</p> <p>Personnel Committee Carla, Kyra, Jared</p> <p><u>Annual Plan Review.</u> Staff gave feedback at the Teacher only day at beginning of Term 1.</p> <p>Constitution Committee is set up.</p>	<p>Moved by: Kyra 2nd By: Geraint Carried: Unanimous</p> <p>Moved by: Carla 2nd By: Carried: Unanimous</p>	<p>Jacqui to Send delegations to Board for next meeting.</p> <p>Jacqui to send o latest version of Annual Plan to Board by 15th February.</p> <p>Jacqui to check L'Archipel event c per notes and Board request</p>

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		<p><u>l'Archipel event</u> Need to give confirmed information to Jacqui and Uala. Uala is away, Jacqui will send email, CC Carla to Florence Heinz to send to Uala and Carla, including animals onsite, waste management and RAMs. No exotic animals</p>		
Personnel		<p>Personnel issues to be discussed.</p> <p><i>MOVED that the public be excluded pursuant to section 48 of the Local Government Official Information & Meetings Act. The reason being to discuss a matter of personnel and the ground is to protect the privacy of individuals.</i></p> <p><i>The BOT went into committee at 7:57pm and came out of committee at 8.23 pm</i></p>	<p>Moved by: 2nd By: Carried:</p>	
Meeting Closed		<p>Motion:</p> <p>Meeting ended at 8.23pm</p>		
Next Meeting:		<p>18th March 22nd April</p>		

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