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22/10/25

*Growing together as one....To develop tamariki who are culturally intelligent life-long learners, who strive for excellence and contribute to their communities.*

**Agenda of School Board meeting Wednesday 3rd September 2025**

Agenda		Minutes	Mover / seconder	Action
Present		Carla Bleriot (Presiding Member), Kylie Bryant, Anna Coddington, Jared Cannons, Susan Trainor(executive assistant) Troy Mills (Staff Rep), Kyra Vince		
Apologies		Jacqui Yearsley (Principal), Anna Coddington, Geraint Tagaloa		
In attendance		David Pentecost (Acting Principal)		
<b>Financial Services form to be filled out and signed (attendance)</b>				
Karakia/Welcome/Speaking rights		<b>Motion:</b>	Moved by: 2nd by: Carried:	
Confirmation of Minutes		<b>Motion:</b> That the minutes of 23 July hui be adopted as a true and correct record of the meeting.	Moved by: Carla 2nd By: Carried: Unanimous  Moved by: 2nd By:	



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

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			<b>Carried:</b>	
<b>Matters arising</b>		<b>Motion:</b> The matters arising have been completed and accepted.	<b>Moved by:</b> Troy <b>2nd By:</b> Jared <b>Carried:</b> Unanimous	Jacqui to go back to Te Tiriti at Thrive and organise PLD for staff.
<b>Correspondence:</b> • 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]		<b>Motion:</b> That the Correspondence as tabled be received.	<b>Moved by:</b> Carla <b>2nd by:</b> <b>Carried:</b> Unanimous	
<b>Principal's Report:</b>		<b>Motion:</b> That the Principal's Report as tabled be received  David spoke to the report. There is information around the Finance Report available. PLD upskill for maths went well. Structured Literacy upskill also successful. Lots of cross ropū discussions that have been really helpful. David provided some examples of English writing and what tools teachers are using in this space. TWW make their own assessment and teaching tools. It is very similar to English assessment and tools.	<b>Moved by:</b> Jared <b>2nd By:</b> Kyra <b>Carried:</b> Unanimous	Add Te Tiriti statement to footer of agenda and minutes.
<b>Finance Report:</b>  1. July report		<b>Motion:</b> That the finance report as tabled be received  Jacqui met with Kristin around finance. Term deposit of cash in hand has been done. Budget seems to be on track for what was expected. Jacqui has tabled some notes of the meeting.	<b>Moved by:</b> Kyra <b>2nd By:</b> Kylie <b>Carried:</b> Unanimous	.

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		There is an issue with illness and the reliever budget due to this issue. There is a shortage of relievers on top of this.		
<b>Property Report:</b>		<p><b>Motion:</b> That the property report as tabled be received</p> <p>Board wants to have representation when the MoE assessors come to look at the prefabs.</p> <p>Letters have been sent to A'aonga and Puna Reo re Fire procedures.</p>	<p><b>Moved by:</b> Carla</p> <p><b>2nd By:</b></p> <p><b>Carried:</b> Unanimous</p>	
<b>Professional Development</b> N/A				
<b>Curriculum</b> - Me and My School Survey (delayed to next meeting)				
<b>Policy Review:</b> - N/A (Health and Safety from Work Plan already updated and on website)		<b>Motion:</b> That the policies be approved with recommendations	<p><b>1. Moved by:</b></p> <p><b>2nd By:</b></p> <p><b>Carried:</b></p> <p><b>2. Moved by:</b></p> <p><b>2nd By:</b></p> <p><b>Carried:</b></p>	
<b>Conflict of Interest Register items.</b>		No		

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<p><b>Other Items</b></p> <ol style="list-style-type: none"> <li>1. Elections</li> <li>2. Farewell for outgoing Board</li> <li>3. Other business</li> </ol>		<ol style="list-style-type: none"> <li>1. Elections: Underway. Reminders have been sent from school and it is on the website. It is the Boards intention that all ropū are represented and if not, the Board will co-opt someone to get across school representation.</li> <li>2. Farewell for outgoing Board:Next term the previous Board members to go out for dinner to thank them for their service.</li> <li>3. Other business:</li> </ol>	<p>Moved by: 2nd By: Carried:</p> <p>Moved by: 2nd By: Carried:</p> <p>Moved by: 2nd By: Carried:</p> <p>Moved by: 2nd By: Carried:</p>	
<p><b>Personnel</b></p> <ol style="list-style-type: none"> <li>1. Staffing update</li> <li>2. Health and Safety Log</li> </ol>		<p><b>Personnel issues to be discussed.</b></p> <p><i>MOVED that the public be excluded pursuant to section 48 of the Local Government Official Information &amp; 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 7.20 pm and came out of committee at 7.32pm</i></p>	<p>Moved by: 2nd By: Carried:</p>	
<p><b>Meeting Closed</b></p>		<p>Meeting ended at 7.33pm</p>	<p>Moved by: 2nd By: Carried:</p>	
<p><b>Next Meeting:</b></p>				

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