

## Minutes of October 14th 2025 Meeting

Opening Prayer: M Tito-Brown

### 1. Administration Matters

- Apologies:
- **Attended:** G Bakewell, D Rogers, M Tito-Brown, R Torr, P Giesbers, K Tavaga, D Kaka, D Marupo.

### 2. Board [Correspondence](#) 5-15 mins

Moved request for one staff rep on the appointment panel.

M Shaw/D Roger

Carried

### 3. Financial Report 5-15 mins

- [Presentation and analysis of the financial accounts](#)
- Explanation from Principal.

Moved that the financial report is accepted and accounts approved for payment.

P Giesbers/R Torr

Carried

Noted that the Board will pay additional cost to Celebration trust for Autex.

### 4. Other Committee (if appropriate)

### 5. Policy Review: (see Annual Agenda) 5-15 mins

### 6. Curriculum Review (see Annual Agenda) 5-15 mins .

Moved: Curriculum Art Review be moved to next meeting.

R Torr/P Giesbers

Carried

### 7. Strategic Focus (see Annual Agenda) 45-60 mins:

- School Transport Year 1-8 students are no longer eligible for funding to go on Kerikeri bus in 2026. Principal is looking for alternatives.
- Ministry Conveyance Allowance, Principal initiate communication with Te Kura Kaupapa principal to propose a joint transportation arrangement.
- Letter to be sent home to parents regarding Bus Transport. Update next meeting.

**8. Principal's Report:** [Ongoing summary of progress to date.](#)

- Attendance Management Plan

Moved Principal Report accepted

D Rogers/M Shaw

Carried

- **Staff Report:**

**One matter - front gate to be finished and put back in its place.**

- **Student Report** (if any)

**9. Special Topic:** (see Annual Agenda) 45-60 mins: NCEA Progress (tracking document)

**10. Previous Meeting Minutes - Confirmation and Matters arising**

Matters Arising:

- 1) Board appointed Imara Limited to facilitate the recruitment process for the new Principal. Suggest a review and feedback to Imara Limited (DR).
- 2) [Staff consultation for Principal Appointment](#) is lacking.
- 3) ERO visit has been postponed
- 4) Caretaker will remove the basketball goal over the summer break.
- 5) Principal met with Regina Osborne from MOE Transport to discuss options for the Kerikeri bus run. **Action required**

**Appointment of a Recruitment Agency**

Noting that in the July meeting, the Board agreed to appoint Imara Limited to advertise for, screen and bring forward applicants for the Principal's position.

G Bakewell/P Giesbers

Carried

**Resolved:** That the previous meeting minutes be taken as read.

R Torr/G Bakewell

**11. Meeting Closure** 5-15 mins

Closing Prayer R Torr.

- Comments on meeting procedures and outcomes
- Preparation for next meeting (18th November)

2025	11 Feb	25 Mar	6 May	17 Jun	29 Jul	26 Aug	14 Oct	18 Nov
Policy Review (5-15 Mins)	Principal's appraisal report and agreement	Health and Safety & legal responsibilities		Board Roles and Responsibilities		Trustees' Code of Ethics		Chairperson's Role
Curriculum Review (5-15 Mins)	Variance reports and annual targets confirmed		Social Science including local history and Biblical Studies		Health and PE		Arts: Visual and Performing	
Strategic Focus (45-60 Mins)	Annual Plan Approved	Literacy		Numeracy	Primary Report Integrated Curriculum	Ongoing summary of progress to date		Budget
Special Topic (45-60 Mins)	Pandemic Plan			NCEA Progress	Property Report		NCEA Progress	