

Board Meeting
Thursday 20 August 2026 5:15pm

1 Administrative Matters

a Present

Phil Tappenden, Kathryn Blankley, Nick Ruscoe, Victoria Sergel, Amy Kennerley (online).

Apologies: Cam Wright, Richard Jackson.

b Disclosures in Conflict of Interest

No conflicts of interest to report

c Opened meeting with a Karakia (closed with Karakia Mutunga)

d Minutes of Previous Meeting

Motion: *That the minutes of the meeting held on Thursday 25 June 2026 are accepted*

Moved: Nick Ruscoe **Seconded:** Phil Tappenden

Carried

e. Action List from Previous Meeting

Read and gone through.

1. **SchoolDocs** – continues. No reviews received.
2. **AI Development** continues: Session next week with regards to AI.
3. **10 Year Property Plan** – discussed and agreed to forward on to the Ministry.

Points to note: Asbestos has been inspected and will be removed appropriately.

Motion: *The Board approved the 10 Year Property Plan from the Ministry.*

Moved: Victoria Sergel **Seconded:** Nick Ruscoe

Carried.

That the meeting moves into a public excluded session at 5:21pm for the following parts of the proceedings, namely matters relating to individual students, staff or their whānau, in accordance with section 48 (1) of the Local Government Official Information and Meetings Act 1987. Carried

That the meeting resume in Public Session at 5:25pm and confirm that the business discussed in the Public Excluded Session remains confidential to the Board. Carried

4. Principal's Workplan – Read and gone through.

Motion: *The Board moves that the Action List for 20 August 2026 be accepted.*

Moved: Victoria Sergel **Seconded:** Nick Ruscoe

Carried

f Correspondence Received:

Discussed and gone through.

Tabled at the meeting

Staff member – request for leave.

Aspiring Principal Programme Conference 7 and 8 July 2026 report from Deputy Principal was tabled at tonight's meeting.

Growth Culture Leadership Conference 31 July 2026 – Conference Overview was presented at tonight's meeting.

Correspondence Out: Nil

Motion: *The Board accepts correspondence for 20 August 2026.*

Moved: Victoria Sergel **Seconded:** Nick Ruscoe

Carried

2 Principal's Report (including Health and Safety Legislation)

Discussed and gone through.

Points to note:

Health and Safety:

Addition to the report: A student was playing on the field and was accidentally bumped by another student which caused his hand to bend backwards. This resulted in a wrist fracture.

Motion: *The Board accepts Principal's Report for 20 August 2026.*

Moved: Phil Tappenden **Seconded:** Victoria Sergel

Carried

Motion: *The Board accepts Principal's Workplan 2026.*

Moved: Phil Tappenden **Seconded:** Victoria Sergel

Carried

3 Health and Safety

No further Health and Safety issues to report.

4 Financial Report

Read and discussed:

Financial Report and Journal Report for period ending 31 July 2026.

Depreciation Rates for Fixed Assets report discussed and gone through.

Motion: *The Board accepts the Depreciation Rates for Fixed Assets for 2026.*

Moved: Victoria Sergel

Seconded: Phil Tappenden

Carried

Motion: *The Board accepts the Financial Statements and Journal Report for period ending 31 July 2026.*

Moved: Phil Tappenden

Seconded: Victoria Sergel

Carried

Motion: *The Board ratifies payments of \$211,736.46 for period 1 June 2026 to 31 July 2026.*

Moved: Phil Tappenden

Seconded: Victoria Sergel

Carried

5. General Business

a. Wellington Camp Application for 2026 Camp

Discussed and approved.

Motion: *The Board approves the Year 8 Wellington Camp EOTC Risk Management Report for Wellington Camp 2026*

Moved: Victoria Sergel

Seconded: Nick Ruscoe

Carried.

b. EOTC Year 7 Camp Report

Discussed and approved. The Board thank the staff for the report.

Motion: *The Board approved the Year 7 Camp Report for 2026.*

Moved: Phil Tappenden

Seconded: Victoria Sergel

Carried

c. School Uniform Update:

Uniform presented.

The Board approved samples supplied.

d. Attendance Report for Term 2

Discussed and gone through.

Motion: The Board acknowledges the Attendance Report for Term 2.
Moved: Victoria Sergel **Seconded:** Phil Tappenden
Carried.

- e. Aspiring Principal Programme Conference 2026 report**
Read and gone through.

f. Whānau Hui 2026 Report

It was a successful hui and all those who attended enjoyed their time.

Motion: The Board accepted the Whānau Hui Report for 2026.
Moved: Victoria Sergel **Seconded:** Phil Tappenden
Carried

**g. Mid Year Student Achievement Reports
Māori and Pasifika Interim Target Report.**

Read and gone through.
Points to note: There is a lot of curriculum changes as per Government updates which the staff are currently working through.

Motion: The Board approves the Student Achievement Target Report on Māori and Pasifika.
Moved: Victoria Sergel **Seconded:** Nick Ruscoe
Carried

h. Depreciation Rates for Fixed Assets for signing.
Discussed and gone through.

Motion: The Board approved the Depreciation Rates for Fixed Assets.
Moved: Victoria Sergel **Seconded:** Phil
Carried

i. Staffing Plan for 2027

Discussed and gone through.

Approved for 2 permanent Classroom Teachers and 1 Fixed Term Classroom Teaching position.

School Counsellor position is also being advertised.

That the meeting moves into a public excluded session at 6:00pm for the following parts of the proceedings, namely matters relating to individual students, staff or their whānau, in accordance with section 48 (1) of the Local Government Official Information and Meetings Act 1987. Carried

That the meeting resume in Public Session at 6:10pm and confirm that the business discussed in the Public Excluded Session remains confidential to the Board. Carried

Motion: The Board approves the draft staffing plan for 2027
Moved: Victoria Sergel **Seconded:** Phil Tappenden
Carried

Motion: The Board approves an extra 10 Year 8 places for 2027.
Moved: Victoria Sergel **Seconded:** Nick Ruscoe
Carried

b. 2026 Māori and Pasifika Interim Target Report

Read and gone through.

Note: There was an error on the graphs from Writing - Year 7 - both cohort and ethnicity level. The bars are in the wrong order, but all the numbers are correct. This report has been corrected and replaced with the updated version and emailed to the Board.

The next Board meeting will be held on Thursday 24 September 2026
The meeting closed at 6.24pm

Signed: Victoria Sergel  **Presiding Member**

Date: 