

Meeting Minutes

Administration

Item	Detail
<p>Welcome / Admin</p> <p>Meeting opened at: 6:07pm</p>	<p>Present: R McColgan, C Thompson, P Scoringe, K McBeth, N Hohepa, D Ngatai-Tua, K Lee, A van Leeuwen, K Archibald</p> <p>In Attendance: n/a</p> <p>Apologies: n/a</p>
Declaration of Interests	None
Speaking rights for non-board members	n/a
Correspondence	Noted
Minutes of the last meeting	<p>Motion: That the minutes of the Westmere School Board meeting held Thursday 31st July are accepted as a true and fair recording of proceedings.</p> <p>Moved:</p> <p>Seconded:</p> <p>Voted: coming back to these</p>
Items from the Reports	<p>Discussion on follow-up questions from this Board report:</p> <ul style="list-style-type: none"> ● Minutes of Meetings <ul style="list-style-type: none"> ○ The Board discussed how the meetings are minuted. RM to follow up further on recording questions and how much context to give. ● Open Plan Classrooms <ul style="list-style-type: none"> ○ In light of the recent media attention around OPCs the Board wanted to ensure that the Principal was prepared to answer any questions about our environment. ● Fire Alarms - Ko Taku Reo <ul style="list-style-type: none"> ○ The Board wanted assurances that H&S practices were strong to ensure the safety of KTR staff using that space. A work notice has been submitted to the Ministry of Education for a light to be installed in the space. ● WSS <ul style="list-style-type: none"> ○ The WSS has recently had questions about the budget and the Board wanted assurance that we were supporting their efforts and providing transparency for them.
Matters Arising	<ul style="list-style-type: none"> ● Board to look at the studio information on our website ● KA and CT to review WSS terms of reference ● RM to contact NZSBA about the solar panel data ● RM to send an image of the statements we wrote along with the Strategic plan
Identification of Items for Next Meeting	N/A
Thank yous/Farewells	CT thanked NH and AvL for their significant contribution to the Board.

Strategic Decisions

Item	Minutes
Appoint an Induction Sub-Committee	Committee: Kim and Paul, supported by Becs
Curriculum Days 2026	<p>Motion: That the Board approves the following dates for Curriculum Days 2026:</p> <ul style="list-style-type: none"> Friday 19th May (Week 6, Term 2 - 11 week term - King's Birthday is the Monday after this) Friday 28th August (Week 6) <p>Move: AVL Seconded: KA</p>
Policies	<p>See Policy and Assurance Report for discussion on policies.</p> <p>Motion: That the Board approves the following policies:</p> <ul style="list-style-type: none"> Child Protection (Board review) Abuse Recognition and Reporting (Board review) Food and Nutrition - with changes noted Safety Checking (Board review) Police Vetting Missing Student Procedure <p>Move: CT Seconded: PS</p>
Depreciation Rates	<p>Motion: That the Board approves the depreciation rates outlined in the correspondence from Schooled.</p> <p>Move: AVL Seconded: CT</p>

Monitoring

Item	Minutes
Budget 2025	<p>RM gave a quick update on the position we are in with our budget The Board sought confirmation that the costs being incurred were one-off rather than ongoing. They were assured that they were and that these costs were approved as part of the cyclical maintenance/repairs and maintenance costs approved in an earlier meeting.</p>
Draft Strategic Plan	<p>RM presented draft strategic plan that was developed from the feedback from the community and the collation of that feedback to find themes.</p> <p>There was significant discussion amongst the board about the place of culture in the SP. RM to review this and work to include this element in a clearer way for the next draft.</p> <p>There was further discussion about what has been included from Ministry goals and budgeting for some of these projects.</p>

Meeting closed at: 7:53pm

Approved on behalf of the Board of Trustees

P Scoringe & C Thompson - Co-Presiding Members