

MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES
October 8 2025 6.30pm in the Staffroom

1 Administration Matters:

- 1.1 Present:** Susan Edmunds (Presiding member), Claire Turton (Principal), Karen Bell, Angela Wong, Andy Thornton, Calvin de Boer, Cassandra Reyburn (Staff Rep), Carolyn Boyce-Bacon (Secretary)

Visitors: Nil

General Business – Welcome & Housekeeping

All members did a quick introduction of themselves.

Election of Presiding Member

Susan vacated the Chair.

Nominations were called for the position of Presiding Member.

Election of Chair discussed, Susan indicated that she was happy to stand again.

This was seconded by Karen Bell.

There being no further nominations, Susan Edmunds was declared elected unopposed.

Portfolios- Discussion held. What are people's strength & interests?

The School Docs 2025-2027 review schedule was shared with members. Claire suggested that all members have a component of H&S to help share this portfolio.

Presiding Member	- Susan
Finance/ SunSmart	- Karen happy to continue in this role.
Policy/ Food & Water/ Health Promotion	- Angela
Property/ Hazard	- Calvin
Health & Safety / Wellbeing	- Andy
Staff Rep / Cyber Safety	- Cassandra
Principal	- Claire

Contact details- Form passed round for updating.

Susan explained the process for dealing with the Community and any discussions/complaints/grumbles. All communications should go to the lowest point & the board is the last option. (Teacher then Principal then board)

Meeting times: We will continue with the 3rd Wednesday of the month for 2025 & 2026.

The following dates were decided for Oct/Nov/Dec. - 29 October & 3 December.

Carolyn will set up a tentative 2026 schedule based on 3rd Wednesday of the month

1.2 Apologies: Nil

1.3. Confirmation of Minutes 16 September 2025

Edmunds / Turton *Carried*

Confirmation of "In Committee" Minutes 16 September 2025

Edmunds / Turton *Carried*

1.4 Correspondence: Refer to schedule

Susan shared an email from NSBA re application for funding for study grant.

Moved from the Chair "that the correspondence schedule be accepted".

Edmunds / Turton *Carried*

1.5 Disclosure of Interest- Form passed round for updating.

2 Matters Arising: NIL

3. Strategic Reports

Principal's Report: Claire's report was sent home in the board pack and is to be taken as read. She spoke to the following:

Sports Equipment & Uniforms. There is a need for more sports equipment, goal posts, and various sports gear. We wish to apply through Pub Charities for Sports Equipment & uniforms through SportClub. The amount of the application is \$11,128.96 plus gst.

Resolution to apply for funding is as follows:

Move that the Board approve an application to apply to Pub Charity for \$11,128.96 plus gst for sports equipment.

Moved Turton / Edmunds *Carried*

PROPERTY PROJECTS:

PMG –

Government Announcement: CT applied for the PMG money announced by the Government in the term break. Based on the size of our grounds we will be entitled for up to \$20,255.00. This money is to be spent on the grounds. CT checked with MOE who confirmed we can use this to pay for the drainage issues around the Junior Playground as this is causing H&S issues.

The board confirmed that they are prepared to spend the PMG grant towards drainage.

Playground Project:

Claire has started to approach different playground equipment suppliers for quotes & ideas. We have a subcommittee of volunteers happy to co-ordinate with CT for this project.

The PTA has 2 fundraisers this term. Move -A-Thon & Friday Flicks. There is \$70000 in the PTA Account.

CT suggested the importance of the board contributing up to \$25000 towards the new Junior Playground project.

Moved Turton / Edmunds *Carried*

Library Roof Leak Damage: This work was completed in the term break.

10YPP: We are still waiting to hear from the MOE to have our 10YPP approved. (This has been with MOE for a long time)

LEGISLATION

Strike Action: We received notice on 16 September that NZEI Te Riu Roa Union members will be taking strike action on **Thursday 23 October**. This was advertised briefly to give the community notice at the end of Term 3, Week 10 newsletter.

Discussion required re-notification to our community and wording from the Board of Trustees. There are approx 9 teachers and 5 support staff who are not part of the union.

Will need to get a rough number of students who would attend if we were closed for instruction, but remain open for supervision. The management team will work out a method to communicate with Whanau and establish who will be coming to school and that there will be enough supervision.

Agreed best course was to remain open for supervision but closed for instruction during strike action on Thursday 23 October

Turton- carried all

(Cass as staff union member abstained from decision process)

Discussion around the already planned SOD (Staff only Day) on 24th October (preapproved by the BoT). Now the Strike Action has been proposed, what does this mean & look like to the Community with 2 days in a row that school will be closed? Agreed that we would continue with the planned SOD. Felt people would already have made arrangements for childcare.

Results of PAT- (prepared by Courtney). We are really pleased with the results. This is really pleasing and a reflection of how hard the staff have been working to improve results.

3b) Financial Report. Nil this month as September accounts not yet completed

3c) Staff Report. (Refer to report)

Cassandra presented her written report which is to be taken as read.

4 General Business/ Discussion Topics

Charter & Strategic Plan:

Strategic Goals. Claire went over the goals & spoke to each point. There are still some areas in orange which are work-ons.

Claire gave a brief overview of the Strategic Plan, the work we've done so far, information from the community consultation etc.

Board members have been asked to give this some consideration & think time before the next meeting to enable the Strategic plan to be reviewed, continued with or discuss what we want for goals going forward.

Susan will share a google doc for thoughts.

Claire mentioned the Springboard trust can help with formulating & writing the strategic plan if the board thought this was necessary.

5. Policy Review:

School Docs- This was explained by Claire.

These are the details for access **User: Maunu Password: Maunu**

School Docs link: <https://maunu.schooldocs.co.nz/Logon.aspx?ReturnUrl=%2f>

6. Assurance items this month:

Swimming Pool/ Community Pool Key: Discussion regarding selling of pool keys and plans for keeping the pool open over the Summer Holidays.

Rules are to be displayed outside pool changing rooms as in previous years and handed out to all key holders with explanation at time of key issue at office.

As in previous years No Key if parent donation is not made.

Gifts: - related to length of service. Very careful consideration & regard for finances is made when gift giving

Days open for instruction: Claire puts this information out in her report at the beginning of the year.

Moved into “In committee” 8.20 pm

Moved from the Chair “That in terms of Section 48 of the Local Government Official Information and Meeting Act 1987 the public be excluded from the next portion of the meeting because it wishes to discuss matters relating to personally sensitive matters for the reason that discussion of these matters in public would infringe the privacy of a natural person under Section 9 (2) (a) of the Official Information Act 1982.”

Moved out of “In committee 8.25”

7. Significant Events: Art exhibition

Next meetings 29 October, 3 December

Preparation for next meeting: see action

Meeting Closure: 8.36pm

Signed _____ Date _____
Presiding Chair

Action Points Outstanding

Month	What	Who	Status	Comment
Oct 2025	Oxford grant application	CT		
	Google doc for Strategic plan ideas ready for next meeting	SE		
	Schedule of meeting dates for 2026	CBB		

