MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES
June 24 2026 6.30pm in the Staffroom

1 Administration Matters:

1.1 **Present:** Susan Edmunds (Presiding Member), Claire Turton (Principal), Karen Bell, Calvin de Boer, Angela Wong, Carolyn Boyce-Bacon (Secretary)

1.2 Apologies: Cassandra Reyburn (Staff Rep)

1.3. Confirmation of Minutes 24 March 2026, after amendments were made. All agreed they were in context.
Confirmation of Minutes 20 May 2026.

Edmunds / Turton *Carried*

Confirmation of "In Committee" Minutes 24 March 2026 after changes actioned.

Confirmation of "In Committee" Minutes 20 May 2026

Edmunds / Turton *Carried*

1.4 Correspondence: Refer to schedule.

Moved from the Chair "that the correspondence schedule be accepted".
Edmunds / Turton *Carried*

1.5 Disclosure of Interest: No Changes

2 **Matters Arising:** Still awaiting Oxford sports grant advice as to whether successful for playground shade application.

2a) Strategic Reports

Strategic plan exercise: Following on from the May meeting where the board brainstormed the "Freedom to soar vision" and "What Maunu School would look like in 10 years" if there were no obstacles, ie finance, resourcing, staffing, etc. a further activity was completed.
Claire took all the management team's & Board's words from the previous exercise and put it into AI to collate & group words & thinking into goals & patterns.

Activity 1: The weight of words
AI came up with 4 goals. The board members did an activity with the 4 goals, circling key words, which will help in cementing the process later on.

Activity 2: The Anchor v's Rocket. Members looked at the collective framework of the 4 goals.
The Anchors: are the items we must protect at all costs to maintain the heart & identity of Maunu School.
The Rockets: act as fuel pushing us towards 2036. What stretches us out of our comfort zone?

Claire will collate & pull board ideas together and share to give members think time. (She will also do this exercise with other stakeholders of the school, ie staff Management team & Community.)

3. Strategic Reports:

3 a) Principal's Report:

Oxford Trust Application Update & Application for July: *We applied for $16,753.76 in the June application to replace the existing Shade Sails in the Junior area. If we are unsuccessful then we will resubmit the application for Shade sails in the July round.*
Agreed Carried

If we are successful with the Shade sail application, we would like to make an application to Oxford sports trust for 30 Chrome books.

Assessment is now done online for year 3 -6 students. The Junior school has very limited and old devices and if they had a set of chromebooks they could be shared at assessment times during the year.
There is a shift in the use of digital devices. We need children to be prepared for the world ahead, but also managing the device useage and having hands off device learning time.
Claire presented 3 quotes, with PB tech being the best value

*Move to apply to Oxford sports trust for a grant for $*11010.80 *excluding gst for 30 chrome books for the Junior area of school and to support assessment in the Senior school.*
Moved Carried all

Audit
The auditors submitted their final report for the 2025 year. The initial budgets were constructed under tight constraints based on data that pointed toward a deficit, however, careful management and diligent oversight resulted in a surplus of $35,726. Claire extended her sincere gratitude to the exceptional Office Administration team, Education Services, and Karen Bell, whose meticulous attention to detail and dedication behind the scenes made this excellent result possible.

Cyclical Maintenance (Painting) Plan: Facility Upgrades and Maintenance Schedule
As discussed at our last meeting we have Carus doing our interior painting. We have looked at dividing the work required over the two years to allow us to hold the prices and to support us with budgeting.
The first project underway is the interior hall, focusing on the toilets, foyer and kitchen and stage this term. Early next term the Hall painting will be completed and Autex installed on the hall walls.

SunSmart Accreditation: We have been accredited by the Cancer Society as a SunSmart School for the next five years. This recognition is a testament to our ongoing commitment to providing a safe, sun-protected environment for our students, staff, and the wider school community. By actively implementing sun-safe practices, we are taking vital steps toward protecting our tamariki and ensuring healthy habits that last a lifetime.
We have received our official SunSmart Certificate and are currently arranging for a new SunSmart School plaque to display prominently on site.

Change of Provider: Mana Ake We requested a change of provider for the Mana Ake programme. We are moving to Arataki Ministries. We had an initial planning meeting with Kat Allen, Team Lead- Mana Ake, on Tuesday 23rd June.

Health & Culture Consultation: The Health Consultation went live on 28th May. To date we have had ten responses. The survey will remain open for submissions until the commencement of Term 3. Digital access will be available during the Parent Interviews in Week 11, allowing families to complete it while on-site.

2026 Ministry-Mandated Teacher-Only Days (TODs) The MOE has allocated two mandated TOD for NZ schools. These days do not need to be made up at the end of the year. Suggested dates are:

- *Term 3: Monday 31st Aug*
- *Term 4: Friday 23rd October*

Dates Approved- carried

Out of Zone Enrolment allocations
Discussion regarding predicted numbers for 2027
If we have Out of Zone positions available, we need to advertise the ballot and number of spaces at each year level. The MOE dates are:
Application closing date: Wednesday, 14 October 2026
Ballot date: Wednesday, 21 October 2026
There is a potential for out of zone ballot at various levels to hold our numbers. The numbers will be confirmed at the July meeting once we have checked in zone numbers from pre-schools & the community.

Moved into "In committee" 7.45 pm
To discuss various staffing and enrolments.
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 8.05pm

3a) Financial Report: Karen spoke to the Financials. Everything seems to be tracking as expected and there aren't any surprises.

The banked staffing will be under pressure with about 8 children leaving at the end of term, and illness, but Claire continues to monitor this closely.

Education Services have introduced a new payment system- ESKER. This is an online system. This is a change to our very successful processes we have used in the past and we have questions around reporting, being able to follow the budget lines, approval systems etc.

There is a budget review scheduled in July holidays and Claire & Karen will discuss the ESKER questions we have with Jessica from Ed Services then and report back to July meeting..

3b) Staff Report. To be taken as read in Cassandra's absence.

4 General Business/ Discussion Topics

Board secretary email address to be added to website for communication.

5&6 Policy

Term 2 Board Assurance Discussion Document:

There are multiple changes that will all come into effect next week. They have been reworded, combined etc by School docs. Claire & Angela will check these and report back in July. They are as follows:
These will all be reviewed for July meeting.
Members agreed on new format for policy reviews each month. The board pack will contain all policies for review with the link directly to school docs, allowing members to review directly prior to meeting.

Safety Checking and Police Vetting
Teaching Staff
Performance Management
Staff Conduct
Appointment Policy
Employment Policy and Equal Employment Opportunities
Child Protection and Identifying and Responding to Suspected Child Abuse or Neglect
Assessing Student Learning
Cellphones and Other Personal Digital Devices

7 Significant Events:

Reports - Nice feedback about the report format.

Next meeting 29 July 2026
Preparation for next meeting: see action points

Meeting Closure

8.35pm

Signed_____ Date_____
Presiding Member

Action Points Outstanding

Month	What	Who	Status	Comment
	Google doc for Strategic plan ideas ready for next meeting- Deferred to 2026	SE		
2/26	*Remind community of when board meetings are & what policies are being reviewed. Share School docs site more frequently in newsletter.*	CT/ CBB		*Start of year- send info in newsletter This is in newsletter Completed*
2/26	Credit card, Netcode & PTA signatories	CT		

6/26	Health Consultation survey	CT		*Ongoing*
6/26	Register with EAP	CT		
6/26	Put boardsecretary@maunu.school.nz on website	CBB		