MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES
September 9 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, Cassandra Reyburn, Johnny Fowler (Staff Rep) Carolyn Boyce-Bacon (Secretary)

1.2 Apologies: Nil

1.3. Confirmation of Minutes 29 July 2026.
Change to be made to include Johnny Fowler as a visitor at 29/7 meeting and that he left the meeting for the in Committee part of the meeting at 7.40 and returned at 8.40. - Actioned & will be recirculated to members- CBB

Edmunds / Turton Carried

Confirmation of "In Committee" Minutes 29 July 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: Johnny Fowler added to the document & no changes from other members.

2 <u>Matters Arising:</u> Strategic plan exercise (30 mins)
Strategic Activity: Roadmapping & Goal Prioritisation
Claire shared the Consultation with staff and the staff voice done at the TOD last week. The staff were asked to take 3 dots each and put them on their priorities. This was interesting.
Claire presented a summary draft visual of the strategic plan 2027-30 with 3 headings with 5 key points under each as a result of consultation.
Asked if we needed a 4th goal- Property/ environments & infrastructure. All felt it would be good to be in under the 3 main goals. As below

Strong Feathers - Excellence in pedagogy & explicit teaching.
- Consistent Explicit Teaching Model
- Clear Curriculum Design, Coverage & Implementation
- extension & support
- Yr 0-2 Device Free
- Boosted Teacher Aide Support

Expanding Horizons- Curiosity & hands-on learning
- Dedicated STEM lab -(3D print, robotics, circuits)
- Specialist CRT teachers (Music, Arts, Science)
- Protecting PE & Arts
- Building Multifaceted Leaders
- EoTC, Camps & Cultural Exchanges

Grounded in Community - Responsibility, service & belonging

- Garden to Table & Sustainability
- Intergenerational Mentors- Grandparents, Trade Volunteers
- School Van Exploring Opportunities in our Region
- Korowai Journey Photos- 5 year olds & graduates
- Community Service & Tuakana-teina

A discussion was held.
What would be the priorities? What are the costs, what can be initiated with minimal cost? Are they manageable, is it something that would require fundraising?
What just requires time? ie curriculum design, coverage & implementation to help embed new curriculum.
Claire's planning will have it detailed behind the plan.
As part of Claire's work with the Springboard trust she will be presenting her work on 22 Oct.

3. Strategic Reports:

3 a) Principal's Report:

Property & Maintenance Updates
Leak in Roof: Room 8 After the heavy rain on 12th August we noticed a leak in the recently painted ceiling. This has been reported to LM Consulting and I was advised that we should be able to get the ceiling repainted once the roofers have fixed the leak.
Leak in the Pool
We have worked with Northland Pool & Spa when we noticed the water level reducing. We have had a quote for $821.54 + GST. We have approved the work to go ahead and have emptied the pool.
Property Projects:
Cyclical Maintenance
● The painting projects in the admin block, Room 8 & Hall have been completed. The Library is to be painted in the next term break.
5YA Property Projects Progress Report
Measure Up completed the following projects: Hall, Hall Foyer, Kitchen & Toilets, SickBay & Toilet new vinyl. Autex was installed to the Hall walls.
Measure Up will be laying new carpet in the resource room over the next few weeks. They will lay new vinyl, carpet and Autex in Room 8.
The WRN Notice Smoke Detectors in the Hall has been solved.
We received the additional emergency top up funding and Wormald upgraded the smoke detectors to an addressable system in the Hall.

Finance:
Oxford Trust Application Update & Application for August:
We applied for $13,938.30 to Oxford Sports Trust grants in the August funding round to fund culturally responsive school signage. We were unsuccessful due to insufficient funds. I have resubmitted this application for the September round of funding.
The TTPA applied for funding for Maunu School to upgrade our website through Spike@School. This was approved by the BoT early in the year. We have recently received notification they received the funding. We are in the process of upgrading the website.

Governance, Legislation & Curriculum

Proposed Start date & End date for 2027
Wednesday 3rd February - Friday 17th December

Moved into "In committee" 7.45pm

To discuss Behaviour, Safety plan update, Natures cool, staffing 2027

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 8.00pm

3b) Financial Report: Karen spoke to the Financials.

Financial Report Summary- August

Tracking the budget.

Parent Donations seem to be well supported. My kindo App is helping as when people pay their sausage sizzle they see they have amounts owing.

Moved Karen *Carried* All

2.3b) Staff Report. To be taken as read

Thank you to the Board of Trustees from all the Staff at Maunu School for subscribing to EAP Services allowing confidential, free counseling services. This has been well received by the entire team.

General Business/ Discussion Topics

5 & 6 Policy Review & Assurances

AI Policy Discussion

AI- School/Children & Staff use of AI
AI for students is turned off. Seniors use Canva for sharing learning & AI is turned off there as well.
Cass feels that in 2027 we need to work with children all year to promote/ encourage safe & responsible use of AI, Cyber safety etc. Not just tick it off in term 1 at the start of the year.
From 2027- Suggest School Docs policy reads that BYOD is only available from year 3 . Diarise to change in early 2027 on School Docs

Staff need some PD around using AI & safety. Linewise also keeps the children safe. If used properly AI has potential to be a huge time saver for planning. It is also super helpful for the Curriculum, creating rubric etc.

School Docs clause School use of AI clauses. Will be School use approved but Remove report writing part of clause.
Claire to set up a working group to help with formulating a safe & workable AI plan for staff. Decisions like;- What terms of use are for the staff, which tool, what not to use etc

Student use- option 1- Claire & working group to decide which platforms etc

Cyber risk assessment document: Claire & Cass have set up a document & Cass has been working with Rocky from Fusion the School IT service provider as he is able to confirm what risks are screened by N4L.
Will diarise to update this document twice a year.

Assurance:

Claire and Ange met earlier this term and have looked through following policies:

Scheduled review

- Safety On and Off School Grounds
- Smokefree and Vapefree
- Dogs on School Grounds/No Dogs on School Grounds
- Digital Technology and Online Safety
- Responding to Digital Incidents
- Cellphones and Other Personal Digital Devices
- Bring Your Own Device (BYOD)
- Computer Security and Cybersecurity
- Alcohol, Drugs, and Other Harmful Substances Policy
- Student Breaches of the Alcohol, Drugs, and Other Harmful Substances Policy
- Staff Breaches of the Alcohol, Drugs, and Other Harmful Substances Policy
- School Social Media

Key policies

- School Community Engagement Policy (board)
- Inclusive School Culture (board)
- Enrolment
- Student Attendance (board)
- Student Uniform/Student Dress Expectations
- Concerns and Complaints Policy (board

8. Significant Events/Successes Matariki Festival

- Cross Country- Worked really well with the new course. Congratulations to the team that pulled it together at short notice.
- Mathex success
- Book Fair- good funds raised from sale of books towards library. Children had fun doing activities all week
- Positive Puberty for year 5 & 6
- Teacher Only Day -Thank you to Claire for leading the Teacher Only Day.

Next meeting 28 October 2026
Preparation for next meeting: see action points

Meeting Closure 8.55pm

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 the 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		
9/26	AI staff use. Working group to be set up & report back to board.	CT		