



Maangere Bridge School Board Meeting Minutes

Date: Monday 22 June 2026

Start time: 5:36pm

Location: Māngere Bridge School

Karakia: Led by Justis Kamu.

- **Present:** Justis Kamu (Presiding Member), Fetaia'ioaiga Bernice Mata'utia (Tumuaki / Principal), Aileen Jack (Staff Representative), Susana Guttenbeil (Board Representative), Mark Sapsford (Board Representative / Finance Committee), Haki Wilson (Deputy Principal), Waitangi Tofilau (Deputy Principal), Jan Bills (Deputy Principal).
- **"What's on Top?" Check-in:** All those present participated in an opening roundtable discussion to share personal and professional context before commencing formal board business.
- The conversation focused generally on:
 - **Staff:** Staff wellbeing, some needing support, coming towards end of term, report writing, data collection
 - **Matariki markets:** Gearing up towards the Matariki markets, helping out staff, planning for changes
 - **Tumau le fa'avae:** Samoan unit opening was a highlight for many, really special being there.

2. Student Achievement Data (5.49pm)

Haki Wilson (Deputy Principal) and Waitangi Tofilau (Deputy Principal) presented data from the mid-year report. Curriculum changes have impacted learning outcomes. Maths and writing remain priority areas for term 3 & 4.

Jan Bills (DP/SENCO) shared data relating to moderate to high needs students who receive support.

- **Motion:** That the Student Achievement Data be received and accepted.
- **Moved:** Mark | **Seconded:** Justis | Carried

Action: Update on math resource for next board meeting - FBM

3. Confirmation of Previous Minutes and Matters Arising (7:25pm)

- **Motion:** That the minutes of the previous Board meeting be confirmed as a true and correct record.
- **Moved:** | **Seconded:** | Carried

Action	Owner	Due

Request to revisit walking school bus and bike train as a way to avoid congestion at drop off and pickups	FBM	Ongoing
Prepare PTA MOU update	SG	Ongoing
AI Policy work to continue (Board and staff collaboration)	FBM + Board	Ongoing
RAMS link to be resent to Board for visibility	JK	June 26

4. Principal's Report (7.30pm)

The Principal's report was taken as read. Bernice requesting feedback on the reporting template. The emergency drill was cancelled due to wet weather.

Samoan language unit opening was a highlight of this reporting period with great community feedback including from local MP Lemauga Lydia Sosene.

Seeking feedback from the board on the new curriculum survey.

- **Motion:** That the Principal's Report be received and accepted as read.
- **Moved:** Eileen | **Seconded:** Justis | Carried

Action: Book health and safety walk through - SG /FBM

Action: Engagement documents eg health curriculum to be timelined for Board feedback-FBM

Action: Matua Bo's request for equipment to be noted for the finance committee. - MS

5. Financial Report

The finance committee met last week April/May reports are tracking as budgeted for the year. Slight overspend for relief teachers (eg sick days, professional development) this will be continued to be monitored. Two key projects of interest - property maintenance grant, playground property.

Mark met with Property Manager Colin to discuss pool maintenance. No cyclical maintenance was required in the past year. Mark will report back to the Pool Committee with updates, with Kirsten to assist in providing an update at the next Finance Meeting.

- **Motion:** The Finance Chair's (FC) update be received and the recommendations therein be adopted.
- **Moved:** Susana | **Seconded:** Justis | Carried

- **Motion:** That the Board approves the international professional development and funding request for staff attendance at the F.A.G.A.S.A. Fonotele 2026 in Samoa.
- **Moved:** Mark | **Seconded:** Justis | Carried

7. NZSTA Conference / MBS Staff Long-Service 7.58pm

Action: FBM will send a follow-up email to the Board regarding attendance of the NZSTA conference which is held on the last week of school holidays. FBM

MBS long-service deferred to August board meeting

8. In-committee session 8.04pm

9. Staff Sustainability and Wellbeing Systems update - 8.22pm

Eileen covered three key areas in the systems update.

- Formalise a standard exit iv process,
- Maintaining/ring fence funding for Te Hiaroa
- Cyclical environment walk throughs of Te Hiaroa

Action: FBM to send through the supporting documents relating to the update.

10. Karakia 8.30pm

Next meeting August 17.