

Maangere Bridge School Board

Meeting Minutes

Date: Monday 30 March 2026 **Start Time:** 5:30 PM

1. Administration (5:30 PM)

- **Karakia:** Led by Justis Kamu.
- **Attendees:** Fetaia'ioaiga Bernice Mata'utia (Principal), Justis Kamu (Presiding Member), Aileen Jack (Staff Representative), Sarah Mariu (Board Representative), Nicola Owen (Board Representative), Susana Guttenbeil (Board Representative), Mark Sapsford (Board Representative / Finance Committee).
- **Apologies:** None.
- **Conflicts of Interest:** None declared.

2. "What's on Top?" Check-in (5:35 PM)

- **Mark:** Reflected on the conflict in the Middle East, noting how global events beyond our control have massive local impacts, such as rising fuel prices straining our whānau. Emphasized the need for the Board to focus on the things within our control.
- **Nicola:** Echoed Mark's sentiments on the Middle East, noting it highlights how fortunate we are that our children can safely attend school. Personally busy with the Auckland Arts Festival and heavily focused on saving the swimming pool. Expressed gratitude for the PTA's amazing support and recent sausage sizzle.
- **Sarah:** Currently consumed by an upcoming study assessment. Shared that this year has provided an opportunity to focus more heavily on whānau. Expressed a mix of excitement and apprehension about the year ahead and where things currently stand.
- **Justis:** Reflected on a busy first term balancing whānau, personal, and school commitments as we approach the holiday break. Highlighted the importance of prioritising what truly matters in the school environment.
- **Bernice:** Focusing on health and well-being as a priority. Shared that she recently had a great time in Samoa.

3. Confirmation of Previous Minutes & Matters Arising (6:15 PM)

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- Noted a typing error in the draft regarding a \$10,000 figure.
- **Amendment:** The Board agreed to remove the reference to the \$10,000.00 figure entirely. Instead of listing a specific lower dollar amount (e.g., \$1,000), it was recommended to set and increase the limit to \$5,000.
- **Motion:** To approve the amendments to the December 2025 minutes.
 - *Moved:* Justis Kamu | *Passed:* Nicola Owen
- **Motion:** To move the December 2025 minutes as a true and accurate record (subject to the amendment).

- Moved: Unanimous

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- **Amendment:** Justis Kamu moved to amend the EOTC (Education Outside The Classroom) Policy to clarify that the responsibility to pause an EOTC trip lies with the Teacher in Charge.
 - Action: Bernice Mata'utia to send this amendment to SchoolDocs.
 - Moved: Aileen Jack | Seconded: Nicola Owen
- **Clarification:** The Board formally noted that by previously passing 'The Governance Review Report EOTC Systems and Safety', they effectively lifted the pause on EOTC trips.
 - Moved: Nicola Owen | Seconded: Aileen Jack

4. Finance Committee Update (6:30 PM)

Presented by: Mark Sapsford

- Acknowledged the Board's dependency on the accountant but confirmed satisfaction that the school is financially stable.
- Currently running a surplus of \$48,000, with actual available funds sitting just over \$200,000.
- **Financial Risks Identified:**
 - Playground: Due to start in April. While some grants have been received, there is a \$30,000 shortfall to cover.
 - Swimming Pool: \$12,000 is currently earmarked for maintenance, but this is insufficient for the necessary pool upgrades.
 - Deficit Budgeting: The Board is budgeting for a deficit this year, highlighting the urgent need for longer-term financial planning.
- **Accepted by FC:** Request to actively pursue grant applications, especially local community grants.
- **Recommendation by FC:** The Pool Committee should coordinate with the PTA regarding tree cutting.
- **Motion:** That the Finance Committee report be received and its recommendations adopted.
 - Moved: Bernice Mata'utia | Seconded: Aileen Jack

5. Swimming Pool Committee Update (6:45 PM)

Presented by: Nicola Owen

- A cheaper quote has been successfully sourced thanks to Matua Bo.
- The new estimate to address the resealing of the pool and the removal of the tree is \$30,000.
- The committee is committed to exploring new fundraising avenues, including setting up a Givealittle page.
- Note: The Finance Committee will request further information from the Swimming Pool Committee to help mitigate financial risks.
- **Motion:** To approve the budget income and expenditure of \$30,000 to cover the costs of the pool upgrade in the Financial Year End 2026.
 - Action: Kristen to add this budget line.
 - Moved: Nicola Owen | Seconded: Sarah Mariu

6. Principal's Report (7:00 PM)

Presented by: Fetaia'ioaiga Bernice Mata'utia

- Included a presentation on the Samoa Study Tour.
- Nicola Owen noted a correction to the consultation date, which should read 2023, not 2024.
- A request was made to revisit the "walking school bus" and "bike train" initiatives as a strategy to reduce traffic congestion during school drop-off and pick-up times.
- **Motion:** That the Principal's Report be received and accepted as read.
 - *Moved:* Bernice Mata'utia | *Seconded:* Mark Sapsford

7. Strategic Discussion (7:10 PM)

- The Board engaged in a robust discussion emphasising the need to hold more high-level strategic conversations during Board meetings. This was universally agreed upon.
- Future topics identified for strategic discussion include:
 - Road safety
 - Wellbeing for staff
 - Supporting diverse learners
 - Community engagement
 - How to create a whānau environment
 - Communications to parents
 - Pou Tahi – Whānau partnership

8. In-Committee (7:45 PM)

- The Board moved into an In-Committee session to protect the privacy of individuals/matters discussed.

9. Meeting Closure (8:25 PM)

- **Karakia:** The meeting was closed with a final karakia.