

AGENDA / MINUTES

BOARD OF TRUSTEES HUI

Name: Maangere Bridge School Board Hui

Date: Thursday 6 March


Time: 6pm



Location: Maangere Bridge School







Board Members:

Present: Nicola Owen (NO) (presiding member), Simon Hughes (SH), Piki Diamond (PD) Bernice Mata'utia (BM) (principal),

Apologies: Suzanna Guttenbiel (SG), Maxx Inu (MI)

Item	Kaupapa	Time
1.	General Business	
1.1	Opening Karakia	
1.2	Correspondence 1.2.1 - Merita resignation Action Nicola to write to Merita to thank for her service. Recruitment Board agree that Piki will be parent rep on the appointments committee Although not possible right now, Board would like a Team Leader in Te Hiaroa ideally no later than 2026. 1.2.2 - Email from Steph re: co-opt Mana Whenua rep https://drive.google.com/file/d/1MP7xy6bWGFku9z2tAl2YnuVoNN055Aw7/view?usp=drive_link	
1.3	Confirm minutes of previous minutes  January 2025 minutes Remit Approve minutes from previous meeting Move: Nicola Second: Piki	

	Passed	
2	Management Reports	
2.1	<p>Budgets 2.1.1 Budget</p> <p>Surplus of around \$20k - based upon high roll - potential risk but based upon MoE numbers and funding.</p> <p>Estimated cash available is negative but that number is based upon paying all debts which we are not going to do.</p> <p>Capital items is an area to review and requires a further breakdown.</p> <p>Query around principal related growth and development. Totals around \$13k which was more than what was presented last year. Highlighted in the draft budget.</p> <p>Action: Bernice to review the above and feedback via email. Note Budget need to be approved by end of March</p> <p>2.1.2 Monthly financial reports</p> <p>Budget not yet approved so no items of significance.</p> <p>Kirsten commentary - Jan accounts skewed due to payments from last year and not a lot of salaries in the month. Nothing stands out.</p> <p>The Board approves the monthly financial reports for the month of January 2025</p> <p> 01 January 2025 DRAFT.pdf</p> <p> 01 January Governance DRAFT (1).pdf</p> <p>Moved: Nicola Seconded: Bernice Passed</p>	
2.2	<p>Health & Safety reports 2.2.1 Board around school</p> <p>2.2.2 Any other Health and Safety issues to address</p> <p>Remit Board approved up to \$1300 (inc GST) for playground removal Move: Simon Second: Bernice Passed</p> <p>Remit Board approve Health and Safety Report Move: Simon Second: Bernice</p>	

	<p>Passed</p> <p>Action: Bernice to contact Susana to arrange Board member walkthrough for term 1</p>	
2.3	<p>Principal's reports</p> <p>2.3.1.1 Items for noting</p> <p>The Board received the Principal's report</p> <p> Principal Tumuaki Report 6th March 2025</p> <p>Rename International hui to all school hui</p> <p>Moved: Nicola</p> <p>Seconded: Piki</p> <p>2.3.1.2 Principal Report - 6th March 2025</p> <p>Recommendation from the Board</p> <p>'Monitoring and Tracking Behaviour Plan'</p> <p> Principal Report - 6th March 2025.pdf</p> <p>The Board notes receipt of the report</p> <p>Moved: Nicola</p> <p>Seconded: Piki</p> <p>2.3.1.3 Board assurances  Term 1 2025 - Board Assurances .pdf</p> <p>The board notes receipt of these assurances:</p> <p>Moved: Nicola</p> <p>Seconded: Piki</p> <p>2.3.1.4 Attendance report</p> <p> 1346 Attendance Term 4 Everyday matters report.pdf</p> <p>The Board notes receipt of the attendance report</p> <p>Moved: Nicola</p> <p>Seconded: Piki</p> <p>2.3.2 Items for approval</p> <p>2.3.2.1 Annual Implementation Plan</p> <p> School Board Copy Maangere Bridge School - Annual Impleme...</p> <p>Approved with the following amendments:</p> <p>Moved: Bernice</p> <p>Seconded: Nicola</p> <p>Passed</p> <p>2.3.2.2 MBS Board Recommendations on School Processes for Behaviour Management</p> <p> MBS Board Recommendations on School Processors for Beha...</p> <p>Action</p> <p>Bernice to amend to include an extra element that the principal will report to the board at each meeting in reference to the document.</p> <p>SENCO to be invited to Board meeting in Terms 2 and 4</p> <p>Action</p> <p>Bernice and Nicola bring following agenda item to next Board meeting : Principal leave - which will include booking and logging all leave which may include policy amendments.</p>	

3	Governance reports	
3.1	<p>Policy reviews</p> <p>Action: Nicola to send stern email to Board to request they review relevant policies by 20th March.</p> <p>Piki to follow up with Maxx to collate the feedback.</p>	
	<p>ERO Nic congratulated Bernice and all the staff on the positive ERO feedback that we have received.</p>	
4	<p>Any other competent business</p> <p>Board admin The board would like an improved Google Drive structure for documents.</p> <p>Action Bernice and Nicola to review</p>	
4.1	<p>Guest speaker: Mana Whenua speaker Ngati Tahinga Wilson as per email https://drive.google.com/file/d/1MP7xy6bWGFku9z2tAl2YnuVoNN055Aw7/view?usp=drive_link</p> <p>Conversation with representative from TeAhiwaru regarding co-opting a mana whenua rep onto the Board. Advice given was that we should consider the uniqueness of our kura in that we have three local Marae and consider a Hapu rather than an Iwi approach. Shared an example of a kura in Huntly that has multiple mana whenua reps. Board needs to decide on an approach. Brief discussion around our current constitution and if this needs to be reviewed.</p> <p>Remit That the Board intends to approach the three local marae: Te Puea, Pukaki, Makaurau to co-opt a mana whenua rep from each as per advice received. Presiding member to check constitutional implications with NZSTA and seeking advice on the length of co-opt term. This is a first step towards a constitutional redesign to ensure mana whenua representation at Board level.</p> <p>Moved: Nic Second: Piki All agree.</p>	

5	Meeting closure	
5.1	Closing karakia	

Whaia te iti kahurangi, ki te tuohu koe me he maungateitei

