



AGENDA

BOARD OF TRUSTEES HUI

Name: Māngere Bridge School Board Hui

Date: Thursday 5 June 2025

Time: 6pm

Location: Māngere Bridge School

Board Members: Nicola Owen (NO) (presiding member), Simon Hughes (SH), Piki Diamond (PD)
Bernice Mata'utia (BM) (principal), Maxx Inu (staff rep)

Apologies Susana Guttenbiel (SG)

Item	Kaupapa	Time
1.	General Business	
1.1	Opening Karakia	
1.2	Correspondence Noting email to Nicola re: complaint – has been dealt with and confirmed in Complaints report provided by the Principal Confirmed ERO reports – will go on website Board congratulates Principal and all staff for their input into the ERO visits and notes positive reports. Action: Nicola to write something for the next newsletter linking to it Bernice ask Haki to add ERO reports to Te Hiaroa Facebook page, Maxx to add to MBS page	
1.3	Confirm minutes of previous minutes <u>Minutes Board meeting 8 May 2025 updated by Nicola 8 5 25.docx</u> Moved: Nicola Second: Piki Approved as amended (apologies from Susana and Maxx) Approved Items approved by email: Resolutions relating to fundraising Moved: Nicola Second: Maxx Approved Skids – contract runs to June 2026 Action: Bernice to email Nicola re: leave policy Action: Nicola and Bernice review leave record Action: Bernice to arrange staff rep elections with Candace	

2	Management Reports	
2.1	Finances 2.1.1 Monthly financial reports The Board approves the monthly financial reports for the month of April 2025 Moved: Nicola Seconded: Simon Approved 2.1.2 Budget requests Resolution: <i>To increase the Relievers budget by an extra \$5.000 for the year and to be reviewed end of Term 3.</i> Moved: <i>Piki</i> Seconded: <i>Maxx</i> Outcome: <i>Approved</i> Context <i>As per feedback from the teachers it is becoming challenging to support split classes in the school and this is impacting on behaviour management and day to day operations of the school. Classes are split when teachers are away and the SLT have taken on extra duties to organise split classes or rearranging scheduled meetings to relieve classes. The SLT already supports teachers on release as part of SLT support for teachers. The impact on the budget will not be high and seeking advice and guidance from other Principals they have prioritised for teachers wellbeing by avoiding split classes and increasing budgets to cater for relief teachers. The staff rep can also support and add any other information.</i> <i>Please refer to the budget for the current amount budgeted for relief teachers.</i> Resolution: <i>The Principal to attend the New Zealand Pasifika Primary Principals Association Gathering from 11th - 12th June held in Tokoroa. To include a budget of approx \$250 for accomodation, meal allowance and koha to visiting school as part of cultural tradition and manaakitanga. All costs to be added to the Principal Professional Growth Cycle Budget Line taking it to a further \$250 approx total amount. (\$6,700)</i> Moved: Bernice Seconded: Nicola Approved. Piki voted against. Context <i>Why? An opportunity to continue to develop and strengthen</i>	

	connections, share success/struggles and talanoa on Educational Issues. To visit our NZPPA member schools, engage with Pasifika Leaders and Educators and support as part of Principal wellbeing Hauora through ongoing relationships and networking. Benefit to the school: To continue to support Principal Leadership PD that aligns with Principal Professional Growth Cycle Other information * Senior Leadership team will cover day to day operations on the ground and I will continue to respond to emails and any urgent matters Transport - Own arrangement *Accommodation: Lake Maraetai Lodge \$159 *Dinner - \$40 approx *Koha for visiting schools \$50	
2.2	Health & Safety reports 2.2.1 Board around school 2.2.2 Any other Health and Safety issues to address Health and safety report received [Note confirmation on safe storage of gas] Moved: Nicola Seconded: Piki Action: Bernice to bring any items for H&S that require additional Board approval to the Board separately from the H&S report.	
2.3	Principal's reports 2.3.1 Items for noting The Board received the Principal's report Items for noting: recruitment summary room 8 – verbal report from Bernice Action: Bernice to remove 2024 implementation report and populate 2025 report for next meeting Action: Simon to send Bernice Konrad's list of PB4L information requested from the Board. Bernice to provide PB4L information to the Board as outlined each meeting. 2.3.2 Bilingual unit see attached documents: Presentation Samoan Bilingual Unit and Annual Implementation Plan Samoan Bilingual unit Action: Hui 16 June 3.45pm (Zoom) Piki to send feedback request to Bernice by 9 June. Maxx to work with Bernice to communicate the figures to be sent by 13 June. In committee item Moved to in committee for confidential item Nothing reported back to open Board meeting.	

	MB Community Facebook post - Action: Nicola to message Malcolm with link to complaints policy and establish email contact in case something like this happens again.	
3	Governance reports	
3.1	Policy reviews Action: everyone to do this terms' policy review. Piki to collate policy review data for next meeting The Board discussed the Communicating with Parents and Whānau and Rights of Parents, Guardians, and Caregivers, Staff Social Media and School Social Media Policies and did not recommend any changes at this stage. Action - Bernice to discuss with Special Needs Management Committee whether there is a need to send through specific request for policy review or clarification on these policies. 3.1.2 Update on Mana Whenua reps (Nicola) Matters arising: Nicola to continue to follow up with Ngati Tahinga re: meeting with 3 marae School elections date 10 September Proposing: Nicola Seconded: Simon Approved Action: Bernice to notify Candace	
3.2	Farewell to Maxx The Board acknowledged Maxx's amazing contribution to the school and the Board during her time at MBS.	
4	Any other competent business (completed elsewhere)	
5	Meeting closure	
5.1	Closing karakia	

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

