



# Waimauku School

## Minutes of the Waimauku School Board of Trustees Meeting Wednesday 19 February 2025

*Board meetings are open to the public, they are not public meetings. Members of the public (and this includes members of the school staff) are not entitled to speak unless granted a speaking right. While a speaking right is granted by the chairperson, the authority to grant that right is delegated by the Board. A member of the public should only speak for a few minutes at the beginning of the meeting to an item that is already on the agenda. They should not be taking part in any discussion on that agenda when it occurs unless invited to offer an opinion at the time.*

### **Welcome**

The meeting opened at 6pm.

### **Present**

Gary Pasfield, Nigel Perkins, Skaya Hudson, Craig Harrison, Finn Scott, Laura Preston, Angela Searle

### **Apologies**

Thomas Nehemia

### **Approval of Previous BOT Minutes**

Motion: Skaya/Gary  
Passed

### **Principal's Report**

The Principal's Report as issued earlier was presented and taken as read.

The Board discussed the new Ministry reporting on attendance and Gary advised that the SLT are meeting each week to identify chronic absentees and put mitigating strategies in place.

Gary presented the 2024/2025 Strategic Plan and the 2025 Annual Plan. The Board reviewed the Annual Plan and discussed the focus points.

Motion: *"That the 2025 Annual Plan be approved and published"*  
Craig/Skaya  
Passed

Gary noted that the 10 Year Property Plan for 2024/2025 has been approved by the Ministry and once the new process for project management is released on 3 March the 5YP works will begin. Gary agreed to forward the list of approved project managers to Finn for review once it is received.

**Action: Gary**

## **PTA Report**

Gary attended the first PTA meeting of the year and noted the following points:

- Golf Day prep is well underway with good interest and 25 teams booked in.
- The PTA requested that a portion of PTA fundraising be allocated to a refurbishment of the pool. Gary agreed to obtain quotes, noting that this is a good tangible use of fundraising money that will benefit all students and the wider community.

**Action: Gary**

Motion: *"That \$50,000 of PTA fundraising be used to refurbish the school pool, with work to commence as soon as possible after the season finishes"*

Skaya/Finn

Passed

## **Financial Report**

### *Monthly Reports*

The financial summary reports as issued earlier were presented and taken as read.

The Finance and Audit Subcommittee met this week to review in detail all the financial statements and operational reports. The subcommittee reviewed this year's budget analysis and reviewed and finalised the draft budget.

Motion: *"That the monthly management accounts for the year to 31 December 2024 be accepted"*

Skaya/Laura

Passed

### *2025 Budget*

The Board reviewed the draft budget and discussed the capital expenditure.

Motion: *"That the 2025 budget with a forecast deficit of \$97,807 be approved"*

Nigel/Skaya

Passed

## **Staff Report**

Skaya reported that the teacher only days had been well received by staff, particularly the visit to Reweti Marae. Skaya noted that this was the first time in living memory that the whole school staff had been welcomed to the marae and it has established a good relationship between iwi and the kura.

Skaya briefed the Board on the introduction of PRIME maths, noting it was a learning curve but was going well so far. Skaya explained how the specialist P.E. classes are working, with each class in Years 1-4 and 7-8 receiving a 40 minute block with Matthew Roby. Skaya noted that this was working well with great feedback received from teachers and students.

Skaya noted that the recent Beach Education trips were well received by the students and the Board thanked Life Saving North for the financial support that made these trips possible.

## **2025 BOT Elections**

The Board discussed the Financial Committee's recommendations for Returning Officers and the suggested time frames.

Motion: *"That Schooled be appointed as Returning Officer for the 2025 Board of Trustees Election and that the school administer the staff election in-house"*  
Nigel/Skaya  
Passed

Motion: *"That the timetable suggested by the MOE for the 2025 Board elections be approved with an election day of 10 September 2025"*  
Nigel/Skaya  
Passed

**In Committee**

7:25pm

Motion: *"That the Board move to In Committee"*  
Nigel/Skaya  
Passed

7:30pm

Motion: *"That the Board move to the normal meeting"*  
Nigel/Skaya  
Passed

**Meeting Closed: 7:05pm**

**Dates of Future Meetings:**

Full Board Meeting:           Wednesday 2 April 2025

Presiding Member's Signature: .....

Date: .....

## Action Point Register

Action	Date	Member Responsible	Completed
Arrange Curriculum Leaders to report in regularly with status updates, direction and goals.	12/06/24	Gary	
Arrange pool refurbishment quotes	19/2/25	Gary	
Forward list of approved project managers to Finn for review	19/2/24	Gary	