

BOT Minutes:
Wednesday 17/6/26 6 pm-7:30 pm
Kitchen



Items	Details	Motions/Minutes
Present	Present: Antoinette O’Flanagan, Julia McEwan, Willie Lawson, Bex Williams, Nicola Winter Apologies: Mani Sharplin-Malloy	
Previous Actions/Minutes	Approved Minutes from May Previous Minutes	Motion: The BOT moves to accept the previous minutes. Moved: McEwan Seconded: Lawson
	<u>Actions</u> New signatory: take Alan off and replace him with Willie. - Mulconroy is working on this at the moment. Health and safety: • Williams and Mulconroy to continue termly Health & Safety walk-arounds.	Actions Completed: Health and Safety walk completed beginning Term 2 by Mulconroy and Williams.
Correspondence	Building works to commence on 29 June, including drainage, roof clearance and mould remediation. • Government curriculum insights data reviewed.	Motion: The BOT accepts the correspondence. Moved: O’Flanagan Seconded: McEwan

	<ul style="list-style-type: none"> • Resignation received from Charlotte on 5 June 2026- Charlotte's resignation acknowledged and accepted. Reference and record of service provided. 	
<p>General Business</p>	<p>Ero update: Review scheduled for 24 August. Documentation folder being prepared; board members, staff, students and whānau may be interviewed.</p> <p>Stand downs: Stand Downs – Three stand downs issued for violent behaviour. Parents were supportive and understood the decisions made. New behaviour response continuum and Waitati Way expectations implemented.</p> <p>Strategic Planning 2027–2029 – Timeline approved. Consultation to include staff, students, whānau, iwi, marae and local organisations. Community engagement to occur through Terms 2–4</p> <p>Family Contributions/POLi – Board discussed introducing voluntary family contributions through Edge using POLi as a payment option. Proposed contribution approximately \$65 per child?</p>	<p>Motion: The BOT approves the proposed strategic planning timeline for development of the 2027–2029 Strategic Plan.</p> <p>Moved: Lawson Seconded: O’Flanagan</p> <p>Motion: The BOT approves the implementation of voluntary family contributions through Edge and the setting up of POLi for payments</p> <p>Moved: McEwan Seconded: Lawson</p>

	<p>AOB: Do the Board want to set up Poli and ask for family contributions?</p> <p>We can set up POLi payments on Edge Edge Answers Finance Online Payment Setup</p> <p>There's a 1% charge POLi Pricing for Sellers Save at least 40%</p>	
<p>Principal's Report</p>	<p>Roll currently 53 with positive enrolment growth anticipated.</p> <p>Attendance for Term 2 was 91.35%.</p> <p>Curriculum reporting format updated.</p> <p>Teacher release time is scheduled for report writing.</p> <p>Positive enrolment and retention trends noted.</p>	<p>Motion: The BOT receives with thanks and moved the Principal's Report.</p> <p>Moved: O'Flanagan Seconded: Lawson</p>
<p>Finance</p>	<p>Please read before Hui.</p> <p>Overspend - Improving PLD - The majority of the professional development was in Terms 1 & 2; there shouldn't be any more costs for this.</p>	<p>Motion: The BOT accepts the Finance Report.</p> <p>Moved: McEwan Seconded: Lawson</p>

	<p>School House - The bill came in from Paul Clements, who put a lot of work into the school house over the summer and charged us only for a small amount of materials, plus the new letterboxes and heat pump. The only thing the house needs is a new toilet cistern, which Steve, the tenant, is willing to install.</p> <p>Schoolhouse rates have increased</p>	
<p>Property</p>	<p>Mould remediation scheduled.</p> <p>Tree maintenance underway.</p> <p>Additional tree quotes being sourced.</p> <p>Playcentre painting planned for spring.</p> <p>Maintenance programme progressing well</p>	<p>Motion: The BOT accepts the property report</p> <p>Moved: McEwan Seconded: Lawson</p>
<p>Health & Safety</p>	<p>All incidents are now recorded in Edge.</p> <p>Health & Safety walk-around scheduled before the end of the term.</p> <p>Swimming policy reviewed and updated ahead of Term 3 aquatic programme</p>	<p>Motion: The BOT accepts the Health and Safety report</p> <p>Moved: Lawson Seconded: O’Flanagan</p>

	Hazard Register/Maintenance list													
Policy & Self-Review	<p>Swimming policy reviewed and updated. EOTC requirements confirmed for aquatic activities. Policy review programme completed for Term 2.</p> <p>Please review the two BOT-reviewed policies before the hui and ask any patai.</p> <table border="1"> <thead> <tr> <th>Term 2 policies</th> <th>Review opens 20 Ag</th> </tr> </thead> <tbody> <tr> <td>• Daily School Bus*</td> <td></td> </tr> <tr> <td>• School Swimming Pool*/ Swimming Off Site*</td> <td>Board review</td> </tr> <tr> <td>• Education Outside the Classroom (EOTC)</td> <td>Board review</td> </tr> <tr> <td>• EOTC Governance Roles and Responsibilities</td> <td></td> </tr> <tr> <td>• EOTC Risk Assessment and Management</td> <td></td> </tr> </tbody> </table> <p>Schooldocs is a website for storing and updating school policies. Login here</p> <p>username 'waitati' password 'feather'</p>	Term 2 policies	Review opens 20 Ag	• Daily School Bus*		• School Swimming Pool*/ Swimming Off Site*	Board review	• Education Outside the Classroom (EOTC)	Board review	• EOTC Governance Roles and Responsibilities		• EOTC Risk Assessment and Management		<p>Motion: Policy and self-review have been completed for Term 2 2026.</p> <p>Moved: McEwan Seconded: O'Flanagan</p>
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In Committee	Finished at 7:37 pm	Meeting closed: 7:26 pm												
2026 BOT Hui Date	<p>August 12th - 6 pm September 16th - 6 pm November 4th - 6 pm December 2nd - 6 pm</p>													