



Minutes of Whangaparāoa School
BOARD OF TRUSTEES MEETING
25 June 2025

Present - Kevin Cronin, Bridget Platt, Jonathan Felcey, Ryan Densem, Laura Davis

In attendance - Caroline Butland (minute taker), Matt, Fleur, Odette, Andrea, Hannah, Drina, Adam, Timiana

Apologies - Zane Dykman, Jacqui Marks

Meeting opened at 7.00 pm. Kevin welcomed everyone at the meeting, showing an interest in being on the Board. Everyone introduced themselves.

Due to Jacqui being unwell, Bridget presided over the meeting.

Karakia timatanga - Whakataka te Hau

Conflict of Interest - Nil

May Minutes

These were taken as a true and correct summary of the meeting.

Bridget moved that the minutes be approved.

Approved: Laura

Second: Ryan

Kevin moved that we approve the recommendation presented last meeting to amend the reception area. All approved. Motion passed.

New classroom and new prefabs - different options available and the Board's view to funding. Kevin asked if we can leave this until later in the meeting.

Principal's Report

- Kevin's report was taken as read and a few points highlighted.
- NELPS - the MoE sets these guidelines which we need to follow. Kevin shared the document and highlighted a few points.
- Garden to Table - all in attendance who have been to this project love it. The students really enjoy Garden to Table and it is really well run by committed staff. Kelly's report was shared which includes what the students enjoy, some success and future ideas. **ACTION: Bridget** will advise the relevant staff of a monetary contribution from the Board towards Garden to Table.
- Transition to high school - past students from the College will visit tomorrow to tell our Yr 5 and 6's about their time in College.
- The international students have been great. An added bonus is that they speak English. Kevin and Gemma took them down to the beach today so that they're not always in the classroom. The students are with homestays..
- Mount Maunganui visited us (we visited them a couple of years ago). Ideas were shared such as how meetings are run & by whom, the Principal attending school camps etc.

- There is a massive teacher shortage. We normally have a good number of applications when we advertised - the last time we advertised, we had one NZ applicant. Anyone from overseas would need to be trained for about two years about the NZ Curriculum. Goal posts are continuously changing so we are looking after our staff who face the students each day to ensure that they are doing okay and still enjoy teaching. We are doing everything we can to ensure that everyone, in every curriculum area, is managing all the changes.
- Kahui Ako has been disbanded.
- The Springboard Trust - Kevin shared his thoughts on this, on waiting until the next Board or getting started now. Discussion held on the pro's and con's of both options.

Kevin moved that his Report be accepted

Moved: Bridget

Seconded: Jonny

Policy Report

- Laura emailed the policies to everyone - all in favour and accepted them - except for the Emergency Management Policy. Ryan queried wording in the case of an emergency where students are allowed to walk home alone. **ACTION: Laura** will follow up.
- Laura explained to those in attendance how the Policies and School Docs work.

Health & Safety Report

- Bridget shared what is involved and reported on in the H&S Report. The trends were shared, our admin staff are very diligent in recording all students who present to the sick bay.
- One serious break (broken bone) where a student went to hospital - Work Safe were advised but they didn't need to record anything due to the student not being admitted to a ward.
- Kevin advised that any hit to the head needs to be reported by the office staff and parents called.

Finance Report

- The Finance Report was shared.
- Jacqui shared her thoughts on the finances in this Finance Report.
- ➔ Classrooms - Kevin gave background regarding funding for regular students as well as out of zone students and how this affects funding for staffing and property. We have out of zone students attending for a variety of reasons. The MoE visited recently to see how many teaching spaces are available compared to the school roll and if we qualify for more buildings. After many discussions with the MoE, and certain criteria to meet, there's a glimmer of hope that we could possibly get some more classroom spaces but we need to consider the cost of getting them here and fitting them out. We also need a plan to maintain the buildings/relocatables. Kevin has been in touch with Callum (Finance Adviser) regarding new classrooms and what the MoE are likely to approve or not. Callum suggested that we don't go with relocatables as it's not financially viable.
 - Kevin asked everyone for their thoughts on these classrooms and Jacqui's thoughts were shared in the Finance Report, which looks at relocatable and related costs vs a new build.
 - Discussion was held regarding the various options and how we can best future proof the school.
 - **ACTION: Kevin** will find out more detail from the MoE regarding cost and availability of relocatables vs new builds and email this information to the Board for their thoughts / approval and deciding what the next step should be.
 - Kevin has been in contact with Keith Hay Homes regarding what they can offer and how they would need to be adjusted to meet MoE standards.

Personnel Report

- Ryan's report was shared and he gave some background information on some points.

Kevin advised our visitors that at the next Board meeting, we hope to be reporting on data which will be very interesting to get insight if they'd like to attend.

The visitors left so that the Board could go into committee.

Karakia whakamutunga

Next meeting: **Tuesday 29 July 2025**, 7 pm.

Meeting closed at 9.30 pm

ACTIONS

- **Bridget** will advise the relevant staff of a monetary contribution from the Board towards Garden to Table.
- **Laura** will follow up regarding the query on the policy.
- **Kevin** will find out more detail from the MoE regarding cost and availability of relocatables vs new builds and email this information to the Board for their thoughts / approval and deciding what the next step should be.