

Board Meeting Minutes

Date: Monday 23rd March 2026

Time: 6:30pm

Location: Matangi School

Karakia

Meeting opened with a karakia at 6:30pm

Administration

Present: H Pirie, L Murray, A Buttimore, F Van Den Einden, K O'Connell, K Osborne, R Naumann

Apologies: K Anderson

K Osborne was welcomed to the Matangi School Board as Staff Representative.

Board Conflict of Interest Register

- K Osborne to review.
- K Osborne signed the code of conduct.

Declarations of Interest

- None declared

Minutes

Minutes dated 16th February are approved.

Moved by L Murray

Seconded by F Van Den Einden

Correspondence (List)

- In
 - Expressions of interest for self-management of property (email)
 - Information about your upcoming audit (email)
 - SchoolDocs update (email)

Presiding Member Verbal Update

- Good foresight and looking ahead within leadership.
- Positive feedback from the community.
- Thanks to K O'Connell and the Matangi school staff for their hard work.

Board Delegations Register

- To be reviewed every meeting.

Strategic / Annual Plan

- Annual plan sent out to the Board . MoE requires the plan by the end of this month.
- The plan has been viewed by school staff and they are happy.
- Still acknowledges Te Tiriti o Waitangi.
- The Board highlights S Godsall for the hard work she put into the plan.

- The plan is thorough and a great continuation of the mahi previously done.
- Aligns with MoE regulation.
- K O'Connell is confident it is all achievable and will report back on the strategic plan each meeting.
- K O'Connell to thank S Godsall on behalf of the Board for her work.

Motion

The Matangi School Board approves the Annual Plan.

Moved by F Van Den Einden

Seconded by A Buttimore

Strategic Objective 1 - Our People

Strategic Objective 2 - Our Place

Strategic Objective 3 - Our Practice

Reports

Principal Report - *Discussed by K O'Connell*

Snapshot

- 82.51% attending 91-100% of the time. Above MoE attendance target.
- Overall school behaviour is improving. Fewer students being sent to Senior Leadership.
- Values cards and rewards have been making a positive impact.
- Enrolments for new students have been coming in.
- Maths PL day coming up date to be confirmed. Will be combined with other schools.
- Mitey Wellbeing Framework - currently collecting baseline data. No cost to school. 3 years project for the Mitey project.

ERO

- ERO will be visiting in week 2 of Term 2.
- The new ERO report will be more parent friendly.
- Data requested by ERO needs to be in 10 days prior to them coming in.
- H Pirie and K O'Connell to work together on the report for them.
- K O'Connell spoke with ERO today. They want to work in partnership with us.
- New reporting system for them.

Property

- Matangi School is now classed as a rural school.
- 7-9 years of new carpet funding and upgrading LED lighting.

Staff Wellbeing

- The staff seem to be happy and feeling well supported.
- Change of weather- Staff are getting sick.

Tui House

- Tui House accident register report may come in the same form as the sickbay data.
- Audit has been completed.
- Credit to Josie and Janelle for the Tui House Audit.

SchoolDocs

- Board to look at staff feedback on review.
- Board to amend and make feedback to the review.
- Cell phones and personal phones - Smart Watches. Clarification on smartwatches and their uses. Individual schools to use where they see fit.

Swimming Pool

- Sport Waikato helping to look into grants for the school pool.
- MoE possible options using residue of 5ya funding.
- The Board is responsible for everything that happens within the pool. Weekends and holidays included.
- More information to be provided at the next meeting.

Health and Safety Report

Safety Intervention - *Discussed by K O'Connell*

- RAM's report to be included in the Principals report.
- Forms need to be completed more than 4 weeks prior to water overnight and high risk.
- Safety intervention training
 - 5 staff attended who work closely with the child.
 - Only for the particular child it relates too. Can not be used on other children. Very last option.
 - Positive reaffirmation for the practice that they are doing.
 - Ensure all restraint modules online have been completed.

Finance - *discussed by A Buttimore*

- Running at surplus to year date.
- Nothing of concern.
- Bank staffing has been gone over.
- No comparative data from the same time last year. K O'Connell in contact with Darryl.

Motion

The Board approves January and February monthly accounts.

Moved by L Murray

Seconded by F Van Den Einden

Board Papers

Succession

- Succession Planning - review back meeting.

Swimming Pool

- K O'Connell making progress and continuing to look into funding options.

OIA

- Draft policy added to the board folder.
- All in favour of adopting the 'Use of personal devices' policy.

Motion

The Matangi School Board adopts the 'Use of personal devices' policy

Moved by L Murray

Seconded by K Osborne

Governance Section

Annual Plan Document

- Above discussed prior in the meeting.

Other Matters

Fundraising committee

- More structured / timeline.
- Discussion around outside sponsorship. Possible 3 year contract.
- Ensuring the balance of events along with staff wellbeing.
- The fundraising committee would like to see multigenerational projects being funded by community fundraising.
- ToR - Review both versions of the ToR.
- Fundraising committee now on GoogleDocs for continuity in the future.
 - The committee will be accessing GoogleDocs with personal devices.
 - They are to be shared the 'use of personal devices' policy.
- The board and fundraising are working well together.
- Community engagement is good. Would like to see more.
- Develop an event that Matangi School is known for.
- L Murray to thank the fundraising committee for their work.

Consent Motion (All one motion)

All consent motions approved collectively.

Action List Arising from Meeting (Summary)

Action	Responsible
March Meeting	
SchoolDoc Review <ul style="list-style-type: none">- Review policy and report back to the Board.	L Murray
End of Term 1 Board update to be added to the newsletter.	J Bailey
Fundraising Terms of Reference review. Both versions.	L Murray
Thank you to the Fundraising Committee on behalf of the Board.	L Murray

Next Meeting Date

4th May 2026

Public Meeting closed: 7:41pm

Public Excluded Business

Karakia Whakamutunga

Meeting Closed: 8:28pm



Signed

05/05/2026

Date