

CONFIRMED

Minutes for the monthly meeting of the Paeroa College Board of Trustees
to be held in the Library on Monday 24 November @ 5.30pm

Present: Jo Tilsley, Melissa Tonkin, Andrew Cameron (Principal), Seth Seerup, John Dustow, Larn Wilkinson
Samantha Lee

Apologies: None

In Attendance: Sybil Woolmore (minute taker)

Larn opened the hui with karakia.

Conflict of Interest: None

Confirmation of Minutes:

“THAT the Minutes of the monthly meeting held on Monday 3 November be confirmed as a true and correct”.

Moved: Aimee/Melissa

-Carried

Matters Arising: none

Presiding Member’s comments:

Jo read out card of thanks from Chris Patten, RTLB, regarding Board support around the renewal of the service contract with MOE.

Yolande has asked Jo to write a Board comment in the College Comment each term. Jo asked the Board to think about some topics they’d like covered.

Health & Safety Events:

No issues

Key Strategic Matters

Principal’s Report:

Move ‘that the report be received’

Moved: Andrew/Larn

-Carried

Andrew expressed his thanks to Miah for stepping in at the last meeting.

Wednesday 10th December will be the end of year function in the staffroom - all board members are invited to attend.

Public comment re Te Tiriti: - Andrew’s statement accepted and in favour of being released as a public statement.

Moved: Andrew/Aimee

-Carried

RTLB Report:

Moved ‘that report be accepted’

Moved: Aimee/Larn -Carried

Staff Comment (Melissa):

Year 10 camp went well.

Comments from Staff are positive about the running of the school.

Student Comment (Seth):

Enjoyed the Year10 camp – the students were a great bunch.

Exams for seniors coming to an end.

Seth and another Paeroa College student has an opportunity to go on the Bluelight leadership camp with the Police.

Jo thanked Seth for his dedication to this position of Student representative.

Senior NCEA Progress Report:

Discussed during the Principal's report - no further comments

The Board thanks Miah for compiling the report.

TVAL Update:

Discussed during the Principal's report - no further comments

Leavers Report:

Some work still to be done in this area – this report is a good starting point.

The Board thanks Pauline for compiling the report.

Policies:

2.32 Uniform Policy:

Add in NOTE: short sleeve white thermal tops are encouraged under uniform tops during the colder months.

These must be plain white and short sleeves. Take out the brackets around (sandals with back strap etc.)

Add: completely black shoe or black sandals with a back strap or black two strap Birkenstock style sandals.

2.35 Cellphone Policy:

Add in that: If a student repeatedly breaches this policy this will be deemed non-compliance and further disciplinary action may occur.

2.39 International Student Refund Policy:

No changes recommended

'Moved THAT suggested amendments be made':

Larn/Samantha

-Carried

Finance & Property:

Move 'THAT the minutes for the Finance and Property Committee held 17 November 2025 be received'

Moved: Aimee/Andrew

- Carried

Move 'THAT the Board moves that the payments for October totalling \$420,148.74 be passed for payment and that the October accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 17 November 2025.'

Moved: Aimee/Larn

-Carried

Move 'THAT the Board moves that the payments for RTLB October totalling \$15,535.68 be passed for payment and that the October accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 17 November 2025.

Moved: Aimee/Larn

-Carried

Recommended to the BOT the approval of Principals Concurrence of \$5760.00 for 2026.

Letter to be drafted and signed by the Presiding.

Moved: Melissa/Larn

-Carried

Property Report:

Nothing to report

Discipline:

Nothing to report

Sport:

Moved that the new Sports Sponsorship policy be accepted

Moved: JD / Aimee

-Carried

Administration

Move 'THAT the Board move into in-committee time':

Moved: Seth/Larn

-Carried

Moved 'THAT the Board move out of in-committee'

Moved: JD/Aimee

-Carried

Identify additional agenda items for next meeting:

Leave letter to be discussed, amended as required and sent out to all staff.

Seth closed the hui with karakia.

Meeting Closed 8.15pm

Next Meeting: Monday 23 February 2026 @ 5.30pm