

CONFIRMED

Minutes for the monthly meeting of the Paeroa College Board of Trustees
to be held in B1 on Thursday 30 April @ 5.30pm

Present: Jo Tilsley, Andrew Cameron (Principal), Amiee Dunn, Larn Wilkinson & Melissa Tonkin

Apologies: John Dustow, Seth Seerup & Samantha Lee

Moved: Aimee/Melissa

-Carried

In Attendance: n/a

Larn opened the hui with karakia.

Conflict of Interest: None

Confirmation of Minutes:

Moved "THAT the Minutes of the monthly meeting held on Monday 23 March be confirmed as a true and correct".

Moved: Aimee/Andrew

-Carried

Matters Arising: none

Strategic Priorities:

Principal's Report:

Moved 'that the Principal's report be received'

Moved: Andrew/Larn

-Carried

Discipline:

Andrew gave an update on stand-downs and suspensions having occurred since writing his report. The Presiding commented that she is incredibly proud of the staff for continuing to hold the line of high expectations.

Health & Safety:

H&S concerns identified around staff fatigue in following the Yr12 camp.

A review full review has been requested and is currently under way.

Paeroa College Enrolment Scheme minor amendment has been confirmed by the MOE.

The Board moved 'THAT Level 1 Māori Language Learning (Rūmaki Reo) be removed as a special programme of the out-of-zone enrolment scheme'

Moved: Larn/Aimee

-Carried

Note: Paeroa College isn't able to currently meet the requirement of the above programme, that being Te Reo being spoken more than 80% of the time. If this changes in the future, the programme can be included back in the enrolment scheme (with consultation with the MOE).

HODs will begin reporting kanohi ki te kanohi to the Board from next month.

Each HOD will be given 20minutes, with two reports being presented each hui. The Board may need to rationalise it's mahi to ensure hui continue to finish by 8.30pm.

RTLB Report:

Moved 'that report be accepted'

Moved: Larn/Melissa

-Carried

The Board received the RTLB Strategic and Annual plans for 2026.

Staff Comment (Melissa)

A staff member asked Melissa to pass on to the Board that she is loving the term, she appreciates the YONDOR pouches (managing phones in Kura is very straightforward), our vans are 'beautiful & great to use'. She also appreciated in the staff briefing celebrating two staff becoming fully registered and passed on her thanks to the Board for the letters celebrating that for them.

Another staff member passed on her thanks for the funds for sports teams - everyone looks the same, in well fitting, smart uniforms.

CAA testing is about to commence for Yr 10s and seniors who do not have numeracy or literacy in weeks 5 & 6 of the term.

SMART testing is also being rolled out immediately after the CAAs conclude.

Melissa conveyed her thanks to her fellow staff members for the support given.

Student Comment (Seth)

Not available

Strategic Monitoring

SENCO Report

Moved "THAT the SENCO Report be received"

Moved: Andrew/Melissa

-Carried

The Presiding acknowledged the author, Ilana Weston, and commented on the depth of information received.

Policies

Please note that the Policy Framework 2026, published on the College website, is the one to be used when reviewing policies. This is the living document.

1.3 Disciplinary Process in relation to the Principal

No changes required

1.15 Meeting Procedure Policy

Under the 'General' heading the word presiding needs capitalising in points 11 & 12

Under the 'Special Meetings' heading the word 'chair' needs changing to 'Presiding'

1.15.2 Meeting Agenda

Remove Health & Safety as separate agenda item (covered in Principal's report)

Remove Discipline as separate agenda item (covered in Principal's report)

Remove 'Kahui Ako' from agenda (no longer relevant)

Include 'Conflict of Interest declaration' after 'Attendance'

1.15.3 Evaluation of Meeting

Remove the document from the Policy Framework

1.17 Committee Policy

Update the currently established committees:

- *Discipline*

- Finance and Property
- HR

1.17.1 Review Committee Terms of Reference

No changes required

1.17.2 Student Disciplinary Committee Terms of Reference

Under 'Committee Members' the second line to read 'Te Chair of the Committee to be assigned via the Board delegation's process

1.17.3 Finance Committee Terms of Reference

Move the 'Initial annual budget' to October

Change November's action to read 'Draft budget'

Please ensure that the numbering of policies is revised and updated as needed after each Board hui.

Moved 'THAT the amendments be accepted'

Moved: Larn/Amiee

-Carried

Finance & Property

Move 'THAT the minutes for the Finance and Property Committee held Monday 20 April 2026 be received'

Moved: Melissa/Aimee

- Carried

Move 'THAT the Board moves that payments for Paeroa College for March totalling **\$416,714.64** be passed for payment and that March 2026 accounts be adopted as a true and correct record as discussed at the Board Finance meeting 20 April 2026.

Moved: Larn/Melissa

-Carried

Move 'THAT the Board moves that payments for RTLB for April totalling **\$28,322.63** be passed for payment and that the March 2026 accounts be adopted as a true and correct record as discussed at the Board Finance meeting 20 April 2026.

Moved: Larn/Melissa

-Carried

RTLB GST query update summary: Paeroa College pays the GST, RTLB reimburses the College.

Andrew and Jo are attending a Zoom hui (along with other Kura) on Friday 1st May to hear about the MOE standard planning process for growth.

The College has been successful in receiving a grant from the Lion Foundation for \$3000.00 for water sports.

Two grant applications are being prepared for submission to NZCT and Akarana Trust to help purchase new gazebos for the College.

*'It was agreed at the meeting of the Paeroa College Board of Trustees, held on Thursday 30 April 2026, that we apply to the **New Zealand Community Trust** for **\$5000.00** to contribute to the costs of purchasing gazebos for our school'.*

Moved: Larn/Melissa

*'It was agreed at the meeting of the Paeroa College Board of Trustees, held on Thursday 30 April 2026, that we apply to the **Akarana Community Trust** for **\$2000.00** to contribute to the costs of purchasing gazebos for our school'.*

Moved: Melissa/Aimee

Note: Seth's name to be added to the list for Board Declaration-Conflict of Interest for Akarana Trust.

The Board sincerely thanks Chris Patten for his ongoing dedication to fundraising for the Kura.

Property Report:

Andrew gave an update on the roofing of the College gym.
Further information will come to the May Board hui.

Sport:

Nothing to report

Administration:

Move 'THAT the Board move into 'in-committee' time at 6.55pm'
Moved: Andrew/Jo

-Carried

Move 'THAT the Board move out of 'in-committee' at 7.15pm'
Moved: Andrew/Jo

Larn closed the hui with karakia @ 7.20pm

Next Meeting: Thursday 21st May @ 5.30pm