**TITAHI BAY SCHOOL BOARD**
**Minutes of the Board meeting held on**
**Monday 22 June 2026 at 5.45pm**

## ADMINISTRATION

### 1.1 Present

Jodene Gooch (Minute Secretary),Megan Williams, Jack Boyes,Tracey Witko,Nadia Collins, Matt Tilley( Principal), Joanne Dow,Jodi Watene, Jacob Ellison

### 1.2 Apologies

nil

### 1.3 Declaration of interests

Josh Twaddle continues to work on the Titahi Bay School Website.
Megan Williams is working for the Ombudsman New Zealand.

### 1.4 Principals Report

Matt shared and discussed this report.
Matt and the board acknowledge the passing of both Matua Nathan Rei who carved our waharoa and pou that sit proudly at our front gate, and also Councillor Mike Duncan who held many special connections to our kura over the years.
Matt and the board thank Joanne Dow for leading the planting at the front of Titahi Bay School.
Matt talked about the changes to reports and the new terminology and parameters used for reporting tamariki data. The board and Matt will send out some communication prior to reports being sent home to help whānau navigate this with their tamariki. Mid year Data will be presented at the next board meeting.
Room 4 and the office area have had Autex installed. Matt thanked the board for releasing funds to cover the cost .
The Annual account and Audit have been finalised and signed off by the auditors.
Toi Whakaari had their Noho Marae at school last week.
There have been a lot of amazing events over the past month . Matt thanked all the teachers for the extra work that goes in to ensuring our tamariki get all of these extra experiences.
Titahi Bay School has 4 Hong Kong students visiting for the last 2 weeks of term.
Parent Learning conferences will happen in week 11 of term.

## 2. Strategic Discussion

### 2.1 Termly Policy Review

Matt has read and assured all term 2 policies.

### 2.2 Board Liability

Megan shared with the board information about board liability . Board members do not have individual liability but as a whole board.
Megan asked Jodene to check Titahi Bay School's liability insurance coverage.

**2.3 Pasifika Ākonga**

The new Pasifika strategy will be revisited when Titahi Bay School starts its strategic planning for 2027-2029.
It is noted that data for Pasifika students is based on Pasifika students having put Pasifika as their first ethnicity and a lot of Pasifika students at Titahi Bay School identify as Māori also.
Matua Khaylen and Whaea Jess are running a pasifika group weekly at Titahi Bay School.

**2.4 School Van purchase.**

Matt discussed with the board the potential purchase of a school van .
This will be revisited at a later meeting.

**3.Strategic Decisions**

**3.1 Electronic Gate Overspend**

Matt shared with the board the overspend on this budgeted item. THis was due to getting some added items when the gate was installed to better utilise this.

**3.2 Staff member applying for Sabbatical 2027**

Documentation outlining the request for sabbatical has been given to the board with the support of Matthew Tilley.
**Matt moved** that the board give their support for the sabbatical request of Miranda McMahon**, seconded by Megan Williams.**The board agreed unanimously.
**Motion was carried to approve.**

**3.5 School Donations Scheme**

**Matt moved** that Titahi Bay School continue to opt in to the Ministry of Education School Donation Scheme for 2026-2027, **seconded by Nadia Collins. Motion was carried.**

**3.7 2027 Ballot**

**Matt moved** that the board approve that Titahi Bay School have a ballot for 2027**, seconded by** up to 10 places are likely to be available for out of zone students that are the eldest primary school aged child in the family and turn 5 between December

16 2026 and May 31 2027. There will be a further 10 places available for out of zone students that are the eldest primary school aged child in the family that turn 5 between June 1 2027 and November 16 2027.
**Motion carried.**

**4. Monitoring**
**4.1 Finances**
**Matt Tilley moved** that the board pass the May accounts**, seconded by Nadia Collins . Motion was passed.**

**6. Administration**

**6.1 Confirmation of last minutes**
**On the motion of Megan Williams, seconded by Matthew Tilley ,** it was resolved that the minutes of the meeting held on **Monday 11 May 2026**, be taken as read and signed as a true and accurate record of that meeting. **Motion was passed.**

**7. Meeting closed at 7.45 pm.**

**MINUTES READ AND CONFIRMED**

**CHAIRPERSON** .....

**DATE** :14/9/26