TITAHI BAY SCHOOL BOARD
Minutes of the Board meeting held on
Monday 11 May 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

1.2 Apologies

Jacob Ellison

1.3 Declaration of interests

Josh Twaddle continues to work on the Titahi Bay School Website.

1.4 Principals Report

Matt shared and discussed this report.
Attendance - All students that have hit the threshold for attendance have had attendance letters sent to caregivers and these are attached to their Hero Profiles.
70 tamariki attended Tough Guy n Gal Challenge at Camp Wainui.
Our CCTV is now installed and active.
Te Ruruhau (COLA) is now complete with the lights working and signage complete.
A huge thank you to the board for all the work and support in making this a reality.
This week is Support Staff Week- we will acknowledge and celebrate the work they all do in different areas at Kura.
We had some minor vandalism to our new Greenhouse.The front door was vandalised and a few low cost items taken. We have installed better locks on the greenhouse doors.
Our Year 3-6 tamariki have been trialling SMART before it becomes compulsory across New Zealand in 2027.

2. Strategic Discussion

2.2 Staff Member Applying for Study Leave 2027

A staff member presented to the board that they have applied for the following with the support of the board and the Principal.

A Primary Teachers' Study Award gives you paid leave to complete part-time or full-time study in an educational priority area.

It is a great opportunity to upskill and pursue an area of study you are interested in and passionate about. Each year, there are 75 full-time teacher equivalent (FTTE) study awards to teachers (and principals) in state or state-integrated schools.

They will inform us of the outcome when they receive the decision on June 30.

Further discussion tabled for the Board Meeting following outcome of application on how the board can support this teacher.

2.3 Noho

Matt to follow up with the MOE Property Team regarding contacting the MOE Legal Team to check the Legal Requirements of overnight stays in School Halls.

3.Strategic Decisions

3.1 2027 Term Dates

Term 1 - 2 February -9 April
Term 2 - 27 April - 2 July
Term 3 - 19 July - 24 September
Term 4 - 11 October - 16 December

Public Holidays

06 February - Waitangi Day
26 March - Good Friday
29 March - Easter Monday
30 March - Easter Tuesday
26 April - ANZAC day (Observed)
07 June - King's Birthday
25 June - Matariki
25 October - Labour Day

Total half days open for instruction - 380

Matt moved that the board pass the 2027 Term Dates. **Seconded by Joanne Dow , Motion was carried.**

3.2 Leave Request- Staff Member

Matt asked that the board approve a leave request without pay of 2 weeks for a staff member as per policy . Matt has assured that we can cover this as a school as the request is not until late November and we will ensure there is cover.

The board agreed unanimously.

4. Monitoring

4.1 Finances

Matt Tilley moved that the board pass the March/April accounts**, seconded by Nadia Collins . Motion was passed.**

6. Administration

6.1 Confirmation of last minutes

On the motion of Megan Williams, seconded by Joanne Dow , it was resolved that the minutes of the meeting held on **Monday 30 March 2026**, be taken as read and signed as a true and accurate record of that meeting. **Motion was passed.**

7. Meeting closed at 7.20 pm.

MINUTES READ AND CONFIRMED

CHAIRPERSON .....

DATE : 22/06/26