TITAHI BAY SCHOOL BOARD
Minutes of the Board meeting held on
Monday 28 July 2025 at 5.45pm

ADMINISTRATION
1.1 Karakia

1.2 Present Matt Tilley (Principal), Joanne Dow, Jodi Watene, Megan Williams, Kaela Harrison, Nadia Collins, Nelson Sheridan, Miranda McMahon (DP attending tonight acting as Minute Secretary)
Holley Hornell & Gemma Slides (Interested parents)
Apologies Jodene Gooch

1.3 Declaration of interests
Josh Twaddle continues to work on the Titahi Bay School Website.

1.4 Principals Report
Matt shared and discussed his report.

- **Data** Currently reporting on the Data based on the old curriculum, this will change next year. With the change to Hero a child's ethnicity has Pacific Island student numbers dropped and Maori numbers up, this does affect our data slightly.
- **Show** Mihi to Nadia and the Team, loved the Jnr and Snr Show
- **Matariki** Breakfast/Arena Trip Kaela thanked the kaiako that were here as we had lots away with illness but still made it all happen
- **Pregnancies** we have a number of staff who are currently expecting
- **Structured Literacy PD** - 10 kaiako have been on Reading and Writing PD in the last Week
- **Kitchen Upgrade** - Lots happened over the holidays and it not only looks great but is loved by the team already. Te Kererū has been given the go ahead for 2026, slight changes to pricing but we are all set up and we will go into the year with a slight buffer.
- **Board elections** have been announced
- **Curriculum Day** vs Teacher Only Day - Our Curriculum Day will be Fri 24 October, Labour Weekend, we've aligned this with TBI and the other local schools
- **Blind, Vision Impaired Marking** happened over the holidays
- **Fire Alarm** in the hall screw through an alarm cord, currently in the process of fixing this
- **Dogs** - Written permission to the Principal, waiting on signs

Kaela Harrison moved that the board pass the Principals Report, seconded by Jo Dow. Motion was passed.

2. Strategic Discussions
2.1 Termly Policy review/Principal Assurance

2.2 Hall - Sleepovers/Council
This is the first year we have used the FENZ - We notified the Fire Station that were having a sleepover In our policy it states that we contact FENZ - Sprinklers are not law
We will look at the wording of *our policy **notify** FENZ prior to sleepovers*
Matt will follow up with other local schools about Best Practice

2.3 Board Election Update
Titahi Bay School currently has 1 parent nomination to date for the 2025 Board Elections.

2.5 2026 Ballot
We should finish the year at 370. We are going to open up a small Ballot for 2026.
This will be advertised in the school newsletter,facebook page and on our school website.
Kaela Harrison moved that the board pass the 2026 Ballot, seconded by Megan Twaddle.
Motion was passed.

2.6 Property Update
New Fencing and our new Waharoa are nearly complete - Aiming for the end of year to farewell our Year 6

3.Strategic Decisions
3.1 The Board have been asked to look at and add to our **Consultation Design.** They will look at this at **our next hui** aiming to get this out to whanau early next term.
Discussed - Attendance, Health Curriculum, Te Tiriti.

4. Monitoring
4.1 May/June Finances We are on track for a surplus, big spend was on the kitchen
Kaela Harrison moved that the board pass the accounts, seconded by Nadia Collins.
Motion was passed.

5. Identify/Agenda items for next meeting.
5.1 Confirm date of next meeting
Next Meeting Date is September 8 2025.

6. Administration
6.1 Confirmation of last minutes
On the motion of Matthew Tilley, seconded by Kaela Harrison, it was resolved that the minutes of the meeting held on **Monday 09 June 2025**, be taken as read and signed as a true and accurate record of that meeting. **Motion was passed.**

7. Meeting closed at 6.45 pm.

MINUTES READ AND CONFIRMED

CHAIRPERSON ....Kaela.....

DATE.....16/09/25.....