

Minutes of the Ngaio School Board Meeting Held Thursday 9 October 2025 at 7pm Staffroom

Present: Raewyn Watson (Principal), Emma Andrews, Joe Winton (Presiding Chair), Sarah Deans, Dan Mumford, Dan Byrne (staff rep), Kirsten Fraser, Mike Mercer, Kirsty Donvaband, Katy Robertson (minutes), Sarah Deans (Guest), Dan Mumford (Guest)

1. **Opening Karakia** - Joe Winton
2. **Meeting Open** - 7.07pm

Apologies - Hannah Ross-McAlpine

Welcome - New Board Members

3. **Introductions**
Whakawhanaungatanga -
Intro to key portfolios, recent decisions and live conversations -

Finance - The budget continues to be tight. We are funded on the number of students we have, but we have the same amount of property. We re-budgeted a month ago. We changed accountants last year so as we go into next year it will be less confusing. We have spent a lot of time on the budget. We think it is going to balance but holiday pay for staff can change things. We have received the draft budget template for next year and will start working on it, but it won't be finalised until we know what is left over from 2025. Teaching staff are funded separately, not from the Operational Grant. School budgets are complicated because of the discretionary ministry funding that comes in throughout the year. Ministry grants and fundraising are really the only extra funds that come in. Mike asked if any old families donate? No they don't. The operational grant doesn't cover the cost of everything. The only discretionary areas are things like professional development, library, teacher aides and curriculum resources. We have raised Family Donations to try to get some extra funds in. Raewyn has tried to reduced costs, e.g., cutting on cleaning, getting the best quotes and employing a caretaker who can do jobs that would require outside contractors. The Y brings in some money but less than when we ran it ourselves. We do encourage students to use it so we can make some money. McLeod Hall can be hired out for some funds. How do we market our school? We have to be careful with out of zone enrolments as sometimes you inherit other schools' problems. The school works well on 450. Covid impacted the school and Year 3 & 4 are small cohorts. Our suburbs are changing with fewer young families moving in. Crofton Downs school is changing its zones and moving to a full primary. We could consider increasing our zone. Cardinal McKeefry is closing but this isn't likely to impact Ngaio.

Property (inc. Playground, Fencing and Pool) - All of our lights have been upgraded to LED. We pay for this for over 5 years by the electricity that we will save by having them. We have a new Security Alarm System and this has been partially grant funded. We have extra fencing funded by MOE because of children who run attending school. Current temporary fencing will be replaced With permanent and the temporary fencing will go. Unfortunately the Swimming Pool is expensive. It needs a new filter and boiler. Selling the key to the pool to the community for summer covers some of the costs but it is hard to get volunteers to test the water to be able to open before New Year. After the playground gets finished the next fundraising would be the pool. Solar power has been researched, it is a big outlay. Todd from Easy Swim doesn't charge us for his time and is very appreciated. He organises the testing training, checks all the equipment. We need a new filter and he is getting quotes expecting \$5000- \$10,000. Katy Flintoff from MOE property has advised us of refund of around \$15,000 and the government have allocated a top up of the property maintenance

grant so we could use some of this money for a pool filter. Can we ask Kim to look at grant funding? Asbestos Plan will be funded by this property grant. We have a 10 year property plan and a 5 year agreement. The Accessible Bathroom is completed. Our boiler will be replaced as the Ministry doesn't want to use gas anymore. The electric boilers and radiators are more cost effective than heat pumps. Bathrooms have had fixture replacements. The Guttering is all done. There is a possible leak by room 1 which is being monitored. The Dental Clinic roof has been fixed. We are going to claim dental clinic, painting and wash down from our property grant top up. Our property manager is Jaine from OCTA. Our Playground matting needs replacing at \$130,000. We nearly have enough money for the deposit, which is half the cost of the playground. All options have been looked at and the wetpour option from Burgess is the best option. The Grants we have received need to be spent by November. Possible ways to get the rest of the funding - We could try to load donations onto Kindo, we could go out to the community and maildrop and approach local businesses or we can be more aggressive in getting grants. We do have reserves but would need ministry permission to do that.

Policy - This has been Emma portfolio's using School Docs. There is a Board advisory 2 - 3 times a term that Emma has to work through. Emma reviews the actions and policies. Emma gets advice from Raewyn if anything looks major. Emma then updates the board and gets it minuted. We will need to do a Schedule of delegations with the new board and principal. Emma has worked to strengthen the relationship with the board and the PTA and it is important to maintain going forward. Overall there are now less volunteers because parents are working.

Curriculum - Joe is proud of the school and how it has worked on the curriculum changes. Literacy and Maths have seen amazing results. How do we build on what we have already built? We are not just using the text books provided as it is not enough - they need to be seen as a resource, not a programme. The biggest difference is going from bands to year levels. This has also changed the reports to parents. It is a work in progress as the Ministry continue to change things. a

Achievement and attendance - The government has given us some extra money for literacy and maths acceleration. The mathematics support is called MAPS (Mathematics Acceleration Program). We have received our staffing allocation for 2026. Classes have been organised and we can still have a Senco and a walking DP in 2026.

Old Board Leave

4. Board Items

Elect Presiding Member - Emma Andrews was nominated by Dan and seconded by Joe.

Conflict of Interest Declarations -

Mike acts for the Ministry of Education including bargaining and strike actions. Emma's husband is Chief Advisor for the MOE curriculum. Joe's wife is a teacher aide at Ngaio School.

5. Admin

In/Out Correspondence - Code of Conduct will be signed at the next meeting.

Note Email Decisions - Appointment of Phil as new principal. Appointment of Nicola to a permanent teaching position. Board all in agreement of these decisions.

New Board Admin- Registering and setting up emails and making the drive available. Next meeting - How do we want to work together and Intro to Strategic Planning.

Content for School Newsletter - Acknowledge new board.

Meeting closed at 9.20pm