

Minutes of the Ngaio School Board Meeting Held Thursday 26 March 2026 at 7pm Staffroom

Present: Phil McIntosh (Principal), Emma Andrews (Presiding Chair), Joe Winton, Sarah Deans, Dan Byrne (staff rep), Kirsten Fraser, Mike Mercer (online), Kirsty Donvaband, Katy Robertson (minutes)

Guests: None

1. **Opening Karakia** - Joe Winton
2. **Meeting Open** - 7.02pm

Welcome & Apologies - None

Conflicts of Interest Declarations - None

Acceptance of Previous Minutes as a true and accurate record - Emma Andrews, Sarah Deans

3. **Board Items**

2025 Annual Plan Review - The plan needs to be reviewed throughout the year. It is always able to be changed and there are always new goals coming in from MOE. We will schedule this through the Principal's Report and Phil will keep the Board updated. Phil has done this for March. One of the topics to review was Learning Through Play which the Board discussed with Phil and he was going to look further into this with teachers and the curriculum. It was also discussed that the word 'Play' had certain connotations and maybe we could word our goals slightly differently. The Board acknowledged that they had done well to get through all the goals they had set. It was noted that ERO wanted some core business in the achievement goals and we needed to make sure we get that in the next plan. The Board agreed that the 2025 Plan can be filed with MOE.

2026 Annual Plan Board Items - Kirsten volunteered to drive the Swimming Pool initiative. The Board discussed that we should highlight the Graduate Programme and what parents can do to help the school. Staff Well Being was also discussed with a decision to do a survey in Term 3. It was also discussed that staff focus groups and stay interviews should be introduced in Term 3. We also need to focus on our ERO goal around focus students and achievement data. ERO wanted to see a goal and see it met. We want these students to make progress every year. This year is challenging as all our progress markers have changed. It was discussed that each progress learner has some goals and plans to work towards even if these were personal goals. The Board also discussed reporting on Hero. We need to front load the communication and make it easy for parents to understand. Phil has planned an information session for parents in the middle of Term 2. A working bee for the hall was discussed and all Board members were expected to help out. A neighbour is helping to provide an arborist and a chipper to get some trees sorted in the Arb.

Parking Plan from WCC - The Board looked at the plan from WCC and were not sure it would work without supervision from school or parents. It didn't seem to change much and didn't seem to make things any easier. The timing's noted on signs might work in the morning but the afternoon timings wouldn't work. Phil will feed back to WCC.

4. **Action Points** - Board updated the Spreadsheet.

5. **Standing Items/Reporting**

Principals Report - taken as read. Emma thanked Phil for the Board Assurances included in his report. Phil wanted to highlight that our new entrance classes were quite full and that the school was looking to get a Teacher Aide to help in Term 2 from 9am-11am. The school will be looking at funding and interviewing candidates. Term 3 is when we would open up a new class. The principal report would now be published on the website.

Health & Safety and privacy - Nothing to report.

Finances - Phil spoke to Education Services about the Budget. It is hard to predict funding going forward as we are unsure of grants. Jo does a great job at getting funding for TA's. We will be getting rid of our gas boilers so that will help with our gas bills. We got more donations than we budgeted for in 2025. The Playground matting will have to be offset.

Policy - Changes to student and well being policies. Mike will email Phil.

Property - No more information from the MOE. Ideally we will get everything moved from Rooms 13 and 14. It may be that we lose bathrooms and the PTA cupboard. The decision was leaning towards asphaltting the area so we don't have to pay to mow it.

PTA - Board and PTA need to get the fundraising spreadsheet aligned. Joe Winton will have a meeting with the Treasurer Kelly to see what their budgets are.

6. **Admin**

In/Out Correspondence - None

Note Email Decisions - None

Acknowledgements- Camp Leaders Chantal and Sam. Teachers for Open Afternoon. Dan Byrne for Pedal Ready. Children for helping with Moving March.

Content for School Newsletter - Link the Annual Plan.

Board went In Committee - 9.09pm