

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
ON TUESDAY 16 JUNE 2025

Present: Lauren Stull Chair/Policies
Fiona Hawes Principal
Brad Garner Finance
Holly Hawkins FOTS
Dave Medley Staff Representative

Attendees: None

Apologies: Sam Hartnett Mana Whenua Representative
Euan Rutherford Property
Susan O'Neill Minute Secretary (not
required at this meeting)

ACTION

ITEM 1 – ADMINISTRATION

1. Karakia Timatanga.
2. Welcome. Lauren welcomed everyone to the meeting and accepted apologies from Sam and Euan.
3. Declarations of Interest. No declarations for conflict of interest were noted.

ITEM 2 – REPORTS

4. International Student/ESOL Mid-Year Report 2025. This report was prepared by Cath Ediker and was taken as read.

ITEM 3 - DECISIONS

5. Principal's Report. Fiona presented her report taking it as read and discussed the following options:
 - a. The MOE School Donation scheme provides \$150 per student, based on the July (previous year) school roll return and enables the school to offer valuable experiences for students without the need to request money from families.
Motion: Tauranga Primary School opts into the MOE School donation scheme. For 2026
Moved: Fiona Hawes **Seconded:** Lauren Stull
 - b. Per Diem Amount. Fiona will be attending the previously approved Korean marketing trip in September 2025. The option for a per diem amount was discussed and an amount of \$120 per day was suggested.
Motion: The Board approves a per diem amount of \$120 per day for the September Korean marketing trip.

Fiona (A1)

Moved: Lauren Stull **Seconded:** Holly Hawkins

- c. Student Engagement Survey. This recently completed student survey was discussed with particular focus around the 4% of students (three students) saying they felt unsafe and what reasons there may be for this result.
- d. Board Parent Sessions for Strategic Planning options were discussed. Parents are to be reminded via email about opportunities to participate in this process:
 - Whanau Hui on 24 June 5:30pm to 6:15pm. Kylie and Sam to host
 - Parent Consultation Evening 26 June 6:30pm to 7:15pm. Holly and Lauren to host
 - Principal drop-in sessions on 25 and 26 June from 8:20am to 9:00am. Fiona to host
- e. Hall WTP start date currently delayed until 4 August. The consent is currently being processed by TCC.
- f. **Motion:** That the Principal's report, be accepted.

Kylie/Sam(A2)

Holly/Lauren
(A3)

Fiona (A4)

ITEM 4 – REVIEW

6. Finance. Accounts and minutes taken as read.

7. FOTS. Nothing at this meeting.

ITEM 5 – DISCUSSIONS.

- Nothing else of note due to Board training session undertaken.

ITEM 6 - AGENDA ITEMS. Items to be included for the next meeting are:

- None at this stage

ITEM 7 – ADMINISTRATION

8. Confirmation of Minutes. The minutes of the last meeting held on 13 May were accepted as a true record with all actions considered off agenda.

Moved: Lauren Stull **Seconded:** Holly Hawkins

9. Correspondence.

Inwards.

- a. Nothing of note

Outwards

- a. Noting of note

10. Meeting Closure. There being no further business, the Chair thanked everyone for their contributions and closed the meeting at 6:29pm. A Board training session on Concerns and Complaints then began (finished 8:00pm).

11. Next Meeting. Next meeting 6:00pm, Tuesday 29 July 2025

Attachments:

1. Principal's Report.

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