

Tauranga Primary School

MINUTES OF THE MEETING OF THE TAURANGA PRIMRY SCHOOL BOARD ON TUESDAY 1 SEPTEMBER 2026

Present: <ul style="list-style-type: none">• Lauren Fletcher FOTS• Sam Hartnett Mana Whenua Representative• Fiona Hawes Principal• Holly Hawkins Presiding Member	Attendees: <ul style="list-style-type: none">• Cathy Ediker DP• Susan O'Neill Minute Secretary	Apologies: <ul style="list-style-type: none">• Rebecca Harvey-Lane Finance• Dave Medley Staff Representative• Lauren Stull Policies
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AGENDA ITEM & MINUTES	ACTION
ITEM 1 - ADMINISTRATION <ol style="list-style-type: none">1. <u>Karakia</u>. Sam opened the meeting by leading the group in karakia timatanga.2. <u>Welcome</u>. Holly welcomed everyone to the meeting and accepted apologies.3. <u>Declarations of Interest</u>. No declarations for conflict of interest were noted.	
ITEM 2 - REPORTS TO THE BOARD <ol style="list-style-type: none">4. No reports for this meeting.	
ITEM 3 - PRINCIPAL'S REPORT <ol style="list-style-type: none">5. Fiona presented her report taking it as read and discussed the following items:<ol style="list-style-type: none">a. Resignation received from S Morrice from the end of the 2026 school year. This means a vacancy for a permanent teaching position is being recruited to for the start of 2027.b. Permanent Team Leader position 2027. Sarah Taylor (current permanent teacher TPS) has been appointed to the leadership role the Board were happy to ratify this appointment.c. Fiona discussed the desire to grow leadership capability in current staff and will consider leadership PLD options for 2027.d. Following Fiona's application, the MOE Modifying Open Plan Classroom Programme have included SH1 on a list for assessment in Term 4, 2026.e. Tauranga Swim School application for Term 4 pool use is being worked through with the MOE and a third-party lease process. The Board is keen to ensure school families can benefit from this potential relationship and Fiona will discuss swim lesson pricing options with them before proceeding.	<div>Fiona (A1)</div> <div>Fiona (A2)</div>

- f. Solar options have been initially explored and are currently on hold due to low urgency beside other more pressing property concerns.
- g. ESOL student numbers appear to be settling at the moment, between 23-26% of the school.
- h. Kereru Rooms. The MOE report noted "This building may not be cost effective to renovate, especially if the interior layout is being changed." A decision is to be made if a request should be made to the MOE to place the building on the rationalisation list. Further property options are being considered site wide the assist in this decision.
- i. As per the previous Board minutes, Fiona has completed an application to Pub Charity Limited for a Year 6 camp grant.
- j. Application for Grant. TPS employs a sports co-ordinator whose highly valued work includes organising a wide variety of out of school sports, encouraging and coaching sports within our school programme, assisting teachers and students with a range of PE skills and ensuring delivery of a high quality physical activity programme to all levels within our school. There is no MOE funding for this role and the Board is asked for their support for a grant application to Lion Foundation to help the school continue school. The application will be for \$10,000.

Motion: *The Board supports the application to Lion Foundation for a grant of \$10,000 to support the continued employment of our Sports Co-ordinator in 2027.*

Moved: Fiona Hawes | Seconded: Sam Hartnett

<p>10. <u>Board self review</u>. Nothing new to report.</p>	
<p>ITEM 5 - DISCUSSIONS</p> <p>11. <u>Strategic plan</u>. The Board agreed that progressing the current workstreams in curriculum, property and staffing should be the focus for the next strategic plan. We will add the NZPF Te Tiriti statement to the Strategic Plan with the inclusion of a recognition of Ngāti Ranginui and Ngāi Tamarawaho.</p>	<p>Fiona (A6)</p>
<p>ITEM 6 - AGENDA ITEMS</p> <p>Items to be included for the next meeting are:</p> <ul style="list-style-type: none"> • PAT results • Term 3 school summary of report descriptors • Term 3 attendance • Cyclical maintenance 	
<p>ITEM 7 - ADMINISTRATION</p> <p>12. <u>Confirmation of Minutes</u>. The minutes of the last meeting held on 4 August 2026 were accepted as a true record with all actions considered off agenda.</p> <p>Moved: Fiona Hawes Seconded: Holly Hawkins</p> <p>13. <u>Correspondence</u>. A letter received from the NZ Principals' Federation outlined suggested Te Tiriti obligations. This was considered under item 11.</p> <p>14. <u>Personnel In committee</u>: 6:55pm 7:10pm</p> <p>Motion: <i>That the public and staff of Tauranga Primary School be excluded from the following part of the meeting. The grounds are that the matters concern personnel and the reason is to protect the privacy of the individuals. This motion is proposed to comply with Sec 48 of the LGOI and M Act 1987 and the special requirements when excluding the public.</i></p> <p>15. <u>Karakia</u>. Sam led the Board in karakia whakamutunga.</p> <p>16. <u>Meeting Closure</u>. There being no further business, the Presiding Member thanked everyone for their contributions and closed the meeting at 7:10pm.</p> <p>17. <u>Next Meeting</u>. Next meeting 6:00pm, Tuesday 27 October 2026.</p>	

Attachments:

1. Principal's Report

Distribution:

All Trustees, Deputy Principal, Business Manager, Board Secretary, Website, File

Susan O'Neill _____
Minute Secretary

Holly Hawkins _____
Presiding Member

September 2026