Timatanga
COMMUNITY SCHOOL

Board of Trustees Agenda / Minutes

July 29 2026July Board Meeting

Wednesday, July 29 · 6:30 – 8:30pm

Link to Google Meet BoT Meeting

In attendance: Jackie, Chris, Allison, Elaine, Kerry, Sean
Apologies: Gary
Minute taker: Sean

Topic	Minutes	Actions / Assignee / Due date
1. Administration 1.1 Roll call 1.2 Karakia 1.3 Declaration of interests arising 1.4 Confirmation of previous minutes 1.5 Action points from previous minutes 1.6 Correspondence 1.7 Meeting planning	1.1 as above 1.2 Thank you Allison 1.3 1.4 All Approve 1.5 Allison has sent off photos, organised some ways to manage workload and has booked ADEC 1.6 School Docs email 1.7	
2. Matters Current/Arising 2.1 Curriculum edited draft approval 2.2 BOT self review Summary 2.3 Principals growth cycle process 2.4 NZ Curriculum changes and Special Character	2.1 Photos have been sent through to Eve but not the edited draft yet 2.2 BoT self review: **Board Self-Review Summary** The Board received and discussed the summary of the recent governance review. Trustees noted the positive findings regarding board culture, leadership,	

	governance practices, and strategic alignment. Trustees acknowledged opportunities for further development in: ● strengthening engagement with the Proprietor; ● continuing to build trustees' understanding and use of student achievement and wellbeing data; and ● succession planning for future board leadership. **Resolved:** That the Board receive the governance review summary. **Resolved:** That the Board consider these identified development areas when preparing the Board Work Plan and governance priorities for the coming year. 2.3 The Board's role is to maintain oversight of the Principal's growth but not to actively manage. This is a change from what has been going on in the past. This is now in line with current requirements. The Board received the Presiding Member's summary of the Principal's mid-year Professional Growth Cycle discussion. The Board noted: ● the principal's current professional inquiry relating to assessment systems and student achievement tracking; ● the professional learning and mentoring currently supporting the principal; ● that the principal considered current Board support to be appropriate; and ● the importance of planning for a smooth transition to the incoming Presiding Member. **Resolved:** That the Board receive the Principal's Mid-Year Professional Growth Cycle report. **Resolved:** That the Board continue to support the principal's professional learning in line with her Professional Growth Cycle and ensure appropriate governance-level feedback processes remain in place. 2.4 Covered under action point 1.6	
3. Principal's Report 3.1 Principal's report (15)	The Board noted the Term 3 SchoolDocs policies for review. The Board received updates on staffing wellbeing and the Principal's health. The Board noted completion of the lighting upgrade and the successful	

	working bee. The June financial reports were received, and the Principal's upcoming financial training was noted. The Board noted positive special-character engagement, a current roll of 26, and continued enrolment interest. The Board received the Term 2 interim achievement report for a roll of 21 students. (Full roll is 26, but the reported number does not include 5 who are new to the school) The Board noted that achievement data is strongly influenced by the school's younger cohort and small sample size. The Board noted stronger achievement among senior students and Ākonga Māori, alongside identified literacy and mathematics needs. Current responses include explicit teaching, Structured Literacy, targeted small-group support, and additional support for neurodiverse learners. The Board will consider teacher aide resourcing and relevant professional development to support improved achievement outcomes. **Motion:** that the Board is satisfied with Risk Management systems – Identified hazards are being monitored and/or controlled and that these measures are regularly re-evaluated to check their adequacy - approved	
4. Financial Report 4.1 Monthly report & commentary (June) 4.2 Mid year Budget review	4.1 Still under budget in all areas except repair and Maintenance. Healthy bank accounts. Motion: $1200 needed to be added for learning equipment for an extra football goal from working capital/play ground fund - Approved	
5. Proprietors/Property Report 5.1 Proprietor's report updates 5.2 Security for the school	5.1 Security systems can be covered by policy one. Lighting update a success. Current ongoing work with septic tanks 5.2 as per 5.1. Discussion around the amount of CCTV cameras and monitoring required. Security consultant recommended to support this.	
6. Discussions & Decisions	Discussion around succession on board and curriculum Succession planning - Chris will be stepping down from the presiding member role by the end of the year at the latest. Mike and James may be keen. Mid term election option. Curriculum - Chris, new curriculum is very content heavy and lacks space for critical	

	thinking. Democracy requires critical thinking. Jackie - from 200 - 600 things to be taught, not enough time to teach it all. Our special character is the reason we exist. Allison - children who opt out of learning for some time, it doesn't make sense to start them at their year level. We need to teach them where they are at so they can make progress. Elaine - to split knowledge to the 3 rs is to lose the connection to real knowledge. Academics for academics' sake is not robust and of little interest. Enthusiasm is killed. We need to strengthen our value of contextualised learning. Kerry - agrees, Gary - agrees, our special character is important. Sean - Interesting that state schools have pressure to comply with a knowledge set, pressuring state schools into a manufactured system is back to the industrial age. We need to stand up for our special character.	
7. Policy & Procedure Review 7.1 Adopting school docs policies Policies to Link 7.2 Review of Governance policies: 1. Board Meeting Protocols Policy 2. Principal Performance Management 3. Delegations Schedule - 4. Board Meeting Protocols Policy - using THIS TEMPLATE 7.3 Discuss 7.4 Discuss https://timatanga.schooldocs.co.nz/2025%E2%80%932027-Review-Schedule-colour.pdf	Community to be informed of move to school docs policies by the Pānui Motion: half day for Chris and Allison to update our board governance policies - Chris to take Board Chair pay - all approve	

7.5 proposed policy Untitled document		
Meeting Closure 8.1 Identify agenda items for next meeting 8.2 Confirm next BoT meeting dates 8.3 Comments on meeting procedures and outcomes	8.2:	
Items for our next BOT Meeting Curriculum edited draft approval		

Signed BOT Presiding Member:

Chris De La Mare