

Blomfield School Board of Trustees Meeting Agenda 14 August 2025 @ 5pm

School Karakia	Notes	Actions Required
1. <u>Administration</u> 1.1 Present 1.2 Apologies 1.3 Declaration of interests 1.4 Minutes from previous meeting	<p>Huia, Kristy, Jaimee-Rae, Emma, Gemma, Rob, Tracie, Karen, Alana</p> <p>Nil</p> <p>Nil</p> <p>Minutes from 12 June 2025 to be confirmed and signed Kristy moved, seconded by Tracie</p>	
2. <u>Strategic Reviews</u> 2.1 Policies to review & adopt	<ul style="list-style-type: none"> • Financial Management Policy adopted • Health and Safety Policy adopted • Traumatic Incidents Policy adopted • Police vetting Policy discussed, going up for public consultation until 15/09/2025 Blomfield School Policies 	
3. <u>Monitoring</u> 3.1 Ongoing summary of progress to date in relation to Projects /Matters		

<ul style="list-style-type: none"> ▪ SatelliteNetwork /Property Update 	<ul style="list-style-type: none"> • <i>Bay of Islands College and Awanui</i> - both going to tender now. Awarded 1 Sept. Expected construction for both mid September. Awanui- 10-12 months / BOI- 8-10 months • <i>Oromahoe</i> - still looking for a suitable placement • <i>Morningside</i> - no update • <i>MV-deck to be replaced</i> - end of life. MoE funding. LM managing. Seeking a wider deck. • <i>KTA offer of extra classroom</i> - no progress 	
<ul style="list-style-type: none"> ▪ Central Campus /Property Update 	<ul style="list-style-type: none"> • <i>Te Wheke Classroom</i> - New class starts on Monday • <i>LSC Office</i> - site works 16 Sept @ weekend • <i>5YA</i> - supplementary finance approved 	
<ul style="list-style-type: none"> • SESTA reviews of student allocations 	<p><i>Proposal for four students tabled. Still negotiating</i></p>	
<ul style="list-style-type: none"> • Structured Literacy PLD for Specialist schools 	<p>2 AP's have been to Literacy BSLA training Best start literacy approach - Auckland 2 days to support us on SOD 3-4 Feb 2026</p>	
<ul style="list-style-type: none"> • Structured Maths trial 	<p>Group going well - 2 Training days inhouse piloting the programme. SOD in Term 4 split, Whangarei and Kaitaia different days</p>	

<ul style="list-style-type: none"> • WSL Transition into school - ORS students 	<p>Making the flow chart succinct while having all the required information. The next stage will be trying to create it in an easy to read visual format.</p>	
<ul style="list-style-type: none"> • PASE Parent Led Group Specialist Schools nationwide 	<p>Working on a facebook page, having a zoom meeting next week. Face to face in February</p>	
<p>- New Projects/ Matters</p>		
<ul style="list-style-type: none"> • Attendance Management Plan - to be in place 2026. 	<p>On schedule for next term</p>	
<ul style="list-style-type: none"> • Kahui Ako disestablishment 	<p>Momentum has slowed across all schools</p>	
<ul style="list-style-type: none"> • R Tucker Thompson opportunity 	<p>Blomfield offered a special sailing trip. 4 days 3 nights 7th - 10th october. The cost is \$22.5K. Room for 9 students 4 staff. Funding ideas discussed. BOT agreed to contribute \$1000 - \$3000</p>	
<ul style="list-style-type: none"> • Students building a sandpit in the Base playground 		
<ul style="list-style-type: none"> • Tertiary hub - MOE looking at numbers and future projections 		
<p>- Completed Projects</p>	<ul style="list-style-type: none"> • Hard material room ventilation extraction unit installed • Rata toilets • Hakinakina actuators (windows) • Specialists storage • Transition fence - substandard seeking remediation 	

<p>4. <u>Health & Safety</u></p> <p>4.1 Training/Other</p> <p>4.2 Hazards</p> <p>4.3 Incidents</p> <ul style="list-style-type: none"> ▪ Summary of incidents to table/ 	<ul style="list-style-type: none"> • Two new remote staff trained in first aid • Repairs to decking in Oromahoe ongoing - LM consulting taking over • Sunken area outside Rimu - quote sought <p>Incidents tabled</p>	
<p>5. <u>Finance and Audit Report</u></p> <ul style="list-style-type: none"> ▪ Financial Management Report ▪ Credit card statements ▪ Te Manuwa Trust funding application for new bikes due 29th Sept ▪ ORS Financial Statement of Income and Expenditure / ORS Service Delivery Report ▪ Useful life of Assets 2025 	<p>June/July 2025 Moved by Kristy seconded by Karen</p> <p>June/July 2025 Moved by Kristy seconded by Karen</p> <p>Seeking \$25K for playground equipment and bikes Moved by Huia and seconded Kristy</p> <p>Tabled</p> <p>Agreed and signed</p>	

6. <u>Principal's Report</u> <ul style="list-style-type: none"> ▪ Report to be adopted ▪ PLP achievement data 	<p>Summary page to be shared with Whanau, school website discussed</p>	
7. <u>Presiding Member's Report</u> 7.1 Board Self Review <ul style="list-style-type: none"> ▪ Reflection on work together 	<p>https://ero.govt.nz/sites/default/files/media-documents/2024-07/SIF%20Template%20with%20checkboxes_ADOBE_.pdf</p> <p>Board rated the following Stewardship and Governance areas: SG 3 - School resourcing and principal performance SG 4 - Statutory obligations and reporting SG 5 - School leadership and performance SG 6 - Board performance SG 7 - Information sharing SG 8 - Board gives effect to Te Tiriti o Waitangi</p>	
8. <u>Correspondence</u>	<p>Nil</p>	
<p><i>Board secretary excused from meeting</i></p> 9. <u>Personal – PEB:</u>	<p>Time In - 6:30</p> <p>Time out - 6:50</p>	
10. <u>Meeting Closure</u> <ul style="list-style-type: none"> ▪ Karakia Whakamutunga 		

Next Board Meeting – 18 September 2025 @ 5pm