

Blomfield School Board of Trustees

Meeting Minutes 18 September 2025 @ 5pm

School Karakia	Notes	Actions
1. <u>Administration</u> 1.1 Present 1.2 Apologies 1.3 Welcome new Board as of 17th September 1.4 Welcome new parent member Carol Cook & staff trustee Tracie Mitchell 1.5 Election of Presiding Member 1.6 Board to decide how to fill the two vacancies 1.7 Declaration of interests 1.8 Minutes from previous meeting	Huia, Carol, Tracie, Karen, Rob (zoom) Jaimee-Rae Tracie moved that Huia be the Presiding Member, Karen seconded. All in agreement. Huia moved to fill the two vacancies by selection. Karen seconded. Nil Minutes from 14 August 2025 confirmed and signed by Presiding Member, Huia.	Send out notice to the community
2. <u>Strategic Reviews</u> 2.1 Policies to review & adopt	Police vetting Policy adopted Professional Learning and Development (PLD) policy up for consultation until 20/10/2025 https://www.blomfield.school.nz/about/policies	

3. <u>Monitoring</u> 3.1 Ongoing summary of progress to date in relation to Projects/Matters • Satellite Network /Property Update • Central Campus /Property Update • SESTA reviews of student allocations	Bay of Islands College - Plans with council - final queries with Architect. Awanui - Tender Award Imminent. Construction to start late September/ early October. Oromahoe - no update Kaitaia - Offer of extra classroom - no update Morningside - no update Manaia View - Deck to be replaced - no update Selwyn Park - Based on Awanui Plans but flipped to face the host school. Services to building under investigation by architect. Aiming to submit plans to council and begin the Tender Process before Christmas. Te Wheke Classroom - Gates for the top of the ramp and stairs from Tuna under construction. Building and Balustrades to be painted. LSC Office - Handover completed. Blessing was held on 16 September. Furniture ready to be added for use in Term 4. Crossing/speed hump and stairs to be added Sept holidays. 5YA - Emergency remediation of mud on the field. External Security and lighting. Fence/ gate to secure Hard tech ventilation system. Plus increase height of the Transition boundary fence and cover horizontal rails. Window frosting in the Transition Building. LM Consulting monthly report tabled One approved One submitted	
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• Structured Literacy PLD for Specialist schools • Structured Maths trial • WSL Transition into school - ORS students • PASE Parent Led Group Specialist Schools nationwide • 2026 School Calendar	2 Assistant Principals and remote Site Manager completed BSLA training. Training of teachers and teacher aides in February 2026 Assistant Principal along with 3 Across School Leaders visited three schools in Auckland Flow chart/pamphlet peer reviewed The next face to face meeting is to be held on 23 February 2026 in Wellington. Waiting for more info on cost etc. Tabled	
3.2 New Projects/Matters • Attendance Management Plan - to be in place 2026. • Kahui Ako disestablishment • R Tucker Thompson opportunity • Camp Proposal • Property Modification referral to MOE for auto gates on the driveway • Property mod Te Wheke gate	No update Principals working on Whangarei group to continue in some form. Fundraising is going well, the target of 11k almost reached. Northern advocate doing interview on 19/09/2025. Deferred Request to add gates to driveways from Maunu Road and Cooke Street, and add a Mag Lock to the front gate of the Te Wheke Building. MOE application tabled All in agreement. Request to add a Mag Lock to the front gate of the Te Wheke Building. MOE application tabled. All in agreement.	Huia to provide update at next board meeting

• Tertiary hub - MOE looking at numbers and future projections	No update	
3.3 Completed projects	Transition fence - has been inspected by 2 parties and is safe.	
4. <u>Health & Safety</u>		
4.1 Training/Other	Security alarm upgrade in Te Wheke Paediatric clinic's 13 th October and 24 th November	
4.2 Hazards	Repairs to decking in Oromahoe ongoing. LM consulting taking over Sunken area outside Rimu - quote sought	
4.3 Incidents ▪ Summary of incidents to table	Tabled	
5. <u>Finance and Audit Report</u>		
▪ Financial Management Report ▪ Credit card statements	Huia moved that Financial Management Reports to 31/08/2025 are adopted and accounts ratified. Tracie seconded. August 2025 tabled, signed by Huia	
6. <u>Principal's Report</u>		
▪ Report to be adopted ▪ PLP achievement data	Karen moved, Huia seconded Noted that PLP parent attendance at face to face meetings has increased.	

7. <u>Presiding Member's Report</u> 7.1 Board Self Review Reflection on work together	Deferred https://ero.govt.nz/sites/default/files/media-documents/2024-07/SIF%20Template%20with%20checkboxes_ADOBE_.pdf	
8. <u>Correspondence</u>	PPTA Strike notification	
<i>Board secretary excused from meeting</i> 9. <u>Personal – PEB:</u>	Time In - 6:00pm Time out - 6:25pm	
10. <u>Meeting Closure</u> Karakia Whakamutunga		

Next Board Meeting – 23 October 2025 @ 5pm