

**Blomfield School Board of Trustees
Meeting Minutes 26 February 2026 @ 5pm**

School Karakia	Notes	Actions
<p>1. <u>Administration</u></p> <p>1.1 Present</p> <p>1.2 Apologies</p> <p>1.3 Declaration of interests</p> <p>1.4 Minutes from previous meeting</p>	<p>Principal led the process of appointment of Presiding Member. Rob moved Jaimee-Rae to be the presiding member of 2026, everyone in agreement. Jaimee-Rae moved Kristy for Treasurer, everyone in agreement.</p> <p>Jaimee-Rae, Kristy, Sharlene, Tracie, Rob, Carol, Sally, Alana</p> <p>Nil</p> <p>Conflict of Interest Register completed and signed by all board members.</p> <p>Jaimee-Rae moved that the Minutes from 20 November 2025 are true and correct, Tracie seconded. Jaimee-Rae signed.</p>	
<p>2. <u>Strategic Reviews</u></p> <p>2.1 Policies to review & adopt</p>	<p>Schedule of Delegations - updates discussed. Sally moved that the updates are adopted, Jaimee-Rae seconded. Updated Schedule signed by Jaimee-Rae, Presiding Member.</p> <p>Attendance Management Policy (T4 2025) adopted - signed by Jaimee-Rae, Presiding Member.</p> <p>Child Protection Policy - review</p> <ul style="list-style-type: none"> • Include body diagrams in policy • Currently there is no commitment to child regulation training for staff • Need more clarity around one-on-one transporting of students 	<p>Sharlene to send policy to Sally</p>

<ul style="list-style-type: none"> ■ Property Modification referral to MOE for auto gates on driveway ■ Property Modification of Te Wheke gate/doors ■ Structured Literacy PLD for Specialist schools ■ Structured Maths trial\ ■ PASE Parent Led Group Specialist Schools nationwide 	<p>Report tabled Quotes received and proposal sent to MOE</p> <p>Report tabled</p> <p>All TA's, teachers and specialists attended a 2 day online workshop on 3-4 February 2026. Teacher's and SLT's to complete stage 2. All going well so far.</p> <p>Kathleen and Charley are visiting classes to observe and provide support. Going well.</p> <p>Rob attended a face-to-face meeting in Wellington. There are currently 7 or 8 Foundation Committee members, the focus of the group is being a parent voice on a political level. New Facebook members (parents) encouraged to join and share their story. All posts go through an administrator to ensure posts are positive and focused on education. Members are spread geographically with 2 principals in the group. Zoom meetings throughout the year and 1 face to face meeting.</p>	
<p>3.2 New Projects / Matters</p> <ul style="list-style-type: none"> • New Entrant Hub proposal • Tertiary hub - Ministry feedback • Camp proposal - Titoki class 	<p>The local ministry is reviewing a lease opportunity for a new entrant classroom.</p> <p>MOE is reviewing a possibility of a lease for a tertiary type hub.</p> <p>Whananaki beach camp proposal tabled. To be held on 19 - 20th March at the Christian Trust. Requesting \$750 from the school camp budget. Board approves.</p>	

<ul style="list-style-type: none"> • R Tucker Thompson • Tu manawa Fund board to endorse Play on the Wayfunding application \$7563.39 • Board to approve offsite learning for specific Transition students : Melisa Gutteridge, Kawiti Paraha (TaiMahi) Lloyd Sheilds and Steven Pearson (Greenways) <p>3.3 Completed Projects / Matters</p>	<p>R Tucker Thompson meeting held on 25/02/2026, trip to be supported by whanau. Board approves in principal - more info to be provided</p> <p>Sally moved, Carol seconded</p> <p>Sally moved, all in favour</p> <p>5YA projects completed at CC</p> <ul style="list-style-type: none"> - Transition wall coverings and flooring. - Switch box replacement - Roofing repairs - sliding Auto door replaced - Drainage in the field. 	
<p>4. <u>Health & Safety</u></p> <p>4.1 Training/Other</p> <p>4.2 Hazards</p>	<ul style="list-style-type: none"> ■ Paediatric clinic 16th February ■ Annual Induction completed for all Staff inclusive of H & S. Additional H & S session for new staff on 2 February. ■ All APs now being First Aid Trained plus Job Coach and staff new to the First Aid role. ■ Oromahoe deck is now fixed. ■ Problems with muddy water pooling on the bottom of Te Wheke ramp. 	

<p>4.3 Incidents</p> <ul style="list-style-type: none"> ▪ Summary of incidents to table 	<p>Health & Safety incidents tabled, includes privacy breach in one class.</p>	
<p>5. <u>Finance and Audit Report</u></p> <ul style="list-style-type: none"> ▪ Financial Management Report ▪ Credit card statements ▪ Budget 2026 	<p>Kristy moved that Financial Management Reports to 30/11/2025 are adopted and accounts ratified. Sally seconded. Draft December 2025 Report tabled.</p> <p>Tabled and signed by Jaimee-Rae</p> <p>Adopted as a final copy. Jaimee-Rae moved - all in favour. Signed by Presiding Member Jaimee-Rae.</p>	
<p>6. <u>Principal's Report</u></p> <ul style="list-style-type: none"> ▪ Report to be adopted 	<p>Principal's report adopted PCL Group A 2025 Report tabled Sally moved Tracie seconded</p>	
<p>7. <u>Presiding Member's Report</u></p> <p>7.1 Board Self Review</p> <ul style="list-style-type: none"> ▪ Reflection on work together 	<p>On hold while ERO revise this</p> <p>https://ero.govt.nz/sites/default/files/media-documents/2024-07/SIF%20Template%20with%20checkboxes_ADOBE_.pdf</p>	
<p>8. <u>Correspondence</u></p>	<p>Letter from Huia to MoE re Blomfield affirming commitment to Te Tiriti</p> <p>Letter from Minister Stanford</p>	

<p><i>Board secretary excused from meeting</i></p> <p>9. <u>Personal – PEB:</u></p>	<p>Time In - 6.53PM</p> <p>Time out - 7.29PM</p>	
<p>10. <u>Meeting Closure</u></p> <ul style="list-style-type: none"> ▪ Karakia Whakamutunga 		

Next Board Meeting – 26 March 2026 @ 5pm