Blomfield School Board of Trustees
Meeting Minutes 29 October 2026 @ 5pm

School Karakia .	**Notes**	**Actions Required**
1. <u>Administration</u>		
1.1 Present	Sally, Tracie, Sharlene, Carol, Kristy, Alana	
1.2 Apologies	Rob	
1.3 Parent By-Election Results	Huia Coll elected to the Board -noted. Unable to attend tonight	
1.4 Declaration of interests	Conflict of Interest register - any changes? Blomfield are now the tenants of a Kind Hands property which is owned by Sharlene, and leased by MoE.	
1.5 Minutes from previous meeting	Minutes from 17 September 2026 confirmed and signed by the Presiding Member. Kristy moved that the minutes be accepted, Sharlene seconded.	
1.6 Change of date for next meeting	The next meeting will be held on Wednesday 24th October.	
2. <u>Strategic Reviews</u>		
2.1 Policies to adopt	<u>Privacy Act Policy</u> Sharlene moved that the Privacy Act Policy be accepted, Kristy seconded. <u>EEO Policy</u> Sharlene moved that the EEO Policy be accepted, Tracie seconded.	
2.2 Policies to review	Deferred to consider Strategic Plan https://www.blomfield.school.nz/about/policies	

2.3 2027-8 Strategic Plan	Sally moved that the proposed 2027-8 Strategic Plan be accepted, with a change of terminology from Non-verbal to non-speaking. Tracie seconded. *3 main goals:* **Science:** To ensure that science learning is grounded in sensory engagement, practical life skills, hands-on exploration and strong connections to local environments (Te Ao Maori) **Maths:** To provide a structured mathematics programme that meets the needs of each akonga. **Literacy:** To provide a structured mathematics programme that meets the needs of each akonga. *Personalised planning goal:* To ensure that the structures and processes of the school empower akonga to reach their potential with meaningful relevant goals.	
3. <u>Monitoring</u> **3.1** Ongoing summary of progress to date in relation to Projects /Matters ▪ Satellite Network /Property Update	**Bay of Islands College** Blessing 3 Dec confirmed 6am and Opening in Term 1 2027. Board members to advise Sally if they wish to attend. **Oromahoe** Third class additional funds confirmed. New classroom placement which provides slightly more outdoor space agreed.	

	Morningside Project now up for tender and RC lodged. **Selwyn Park** Selwyn progressing well expected to open in T3 2027 **Dargaville High school** Floorplan consultation with architect. We can do a copy of BOI, rather than a standardised model. **Kaitaia College** A new classroom has been announced - discussion held with NZSPA and KTa College about placement. Further away from host school requested. **Manaia View** Can the Board approve a request for leasing Room 10 from MV in 2027. All in favour.	
▪ Central Campus /Property Update	LM consultants Monthly report sent to members 27/10/2026. Values display - Pam working on attaching to Te Whare Awhina	
▪ Self-Management of Property EOI	No update	
▪ Structured Literacy & Maths Implementation	Review and decision making around expectations for Literacy and Maths teaching for different student cohorts currently happening.	
● PASE Parent Led Group Specialist Schools nationwide	New group . “Parents Alliance “ Kristy suggested there may be some common ground with this group.	

- **New Projects / Matters**	Prizegiving ● 7 December - Senior / Manaia View school at Porowini Marae ● 8 December - Middle school ● 9 December - Junior school Staff xmas dinner ● Friday 11 December- Please let Alana know if you would like to attend.	Rob to attend if able . Tracie available Carol to attend (however Manaia is with the Senior assembly) Sharlene to attend
- **Completed Projects / Matters**	Term 4 2026: Awanui unit opened and Pirere Junior Class opened. Central Campus: ● Path through lower field ● Maunu Gates posts and concrete for auto gate ● Te Wheke- Security on doors/ completed ● Transition- storage/ internal paint ● Kitchen roof/ Extraction fans for stoves- transition	
4. <u>Health & Safety</u> **4.1 Training/Other** **4.2 Hazards** **4.3 Incidents** ▪ Summary of incidents to table	 Matai class camp at Whananaki - Board approval requested. - All in favour SESTA – student harnesses progress being made with MOE and Ritchies Health & Safety incidents tabled	

5. <u>Finance and Audit Report</u> ▪ Financial Management Report ▪ Credit card Statements	September 2026 Kristy moved that the Financial Management Report to 30/09/2026 be adopted and accounts ratified. Sally seconded. September 2026 Credit card statements tabled Cyclical Maintenance Provision reviewed and signed. Sally moved, sharlene seconded.	
6. <u>Principal's Report</u> ▪ Report to be adopted	Discussion about some areas where we have not yet achieved and reasons for that. Principal's report to be adopted Sally moved, Kristy seconded.	
7. <u>Presiding Member's Report</u> **7.1 Board Self Review** ▪ Reflection on work together	Carol sent out a report about working together as a team and supporting each other.	
8. <u>Correspondence</u>	Letter from NZSPA - advising of new entity Correspondence accepted.	
Board secretary excused from meeting		

9. <u>Personal – PEB:</u>	Time In - 6.46PM Time out - 7.04 PM	
10. <u>Meeting Closure</u> ▪ Karakia Whakamutunga		

Next Board Meeting – 26 November 2026 @ 5pm