



MINUTES OF SCHOOL BOARD MEETING

Date: 1st April 2026.

Time: 5.00pm.

Present: Phillip Wattam (Chair), Sharlene McCormick, Nik Massey, Vanessa Farr, Anna O'Malley (Board Secretary).

Apologies: Nil

Absent: Greg Campbell

Karakia.

Conflict of Interest Register

Name of Board member	Description of Interest	Date of disclosure	Authorisation granted	Date authorisation granted	Actions taken by the Board to address the conflict
Phillip Wattam	Partner on staff	27/11/25	Yes	27/11/25 Board meeting	Rep will excuse themselves from any related discussion
Greg Campbell					
Nik Massey					
Sharlene McCormick	MNFS Board member DoE Board member	23/05/24	Yes	23/05/24 Board meeting	No conflict identified
Vanessa Farr					

Actions taken: *Reviewed. None identified.*

Minutes from Feb 2026 Meetings Read as true and correct. *Moved - Phil, Seconded -Vanessa.*

Matters Arising:

- Baby barn move still under liaison.
- Path down side - quote received. No walkers from Term 2. **Anna** to notify parents.
- Sensory garden - Kathy liaising with helpers.
- 10 fruit trees to plant.
- Financial Training for Parent Reps - **later in year**.
- Treaty & Implementation - email to NZSBA asking what role entails. **Sharlene**.
- Spouting not holding water - tank inlet same height as gutter. When full, overflows. Need upgraded overflow. Plumber needed. **Greg**.

Correspondence - as tabled

Date	From/To	Topic
Correspondence IN		
13/3/26	Office of Auditor-General	Audit
4/3/26	School Docs	Update
4/3/26	Parent	Pool
10/3/26	Staff	PEB
25/3/26	Parent	Try-Athlon
Correspondence OUT		
5/3/26	Parent	Pool
12/3/26	Staff	PEB

- Try-Athlon logistics discussed.
- Pool issues addressed, refund offered.

Principal Report

- Read and accepted by Reps.
- OIA requests are chargeable, let the requestor know beforehand before proceeding.
- Bamboo/hut area discussion. Shut. Teachers can use it for learning time.

Board Assurances

- Completed

General

- Reminders for drop off/pick up area.
- Notifications not working on eTAP app.
- Lunch boxes to be stored in Rm1.
- International students discussion. **Anna/Shar**
- Strategic Plan consultation - need more input. **Greg**
- The Board gives Sharlene authority to 'Q' code any alternate education attendance.

Financial Report

- Extra TA employed, Principal applying for funding.
- Gazebos - PTA
- Global price increases expected

Board Review Program

- Reviewed
- Check email about making changes with School Docs. **Anna/Shar**

Property Report

- Nil

Public-excluded business (PEB)

If members of the public are present, follow procedure of Schedule 2A Resolution to exclude the public.

Meeting went into PEB 6.53pm

Moved-Nik, seconded-Sharlene.

Meeting finished at 7.25pm

Signed:

..... Parent Rep

Date:

Dates for 2026:

Kaiwaka School Board of Trustees

Nik Massey	Mb: 021 2144 235	Staff Rep
Phillip Wattam	Mb: 022 659 3522	Chair
Greg Campbell	Mb: 021 867 623	Parent Rep
Sharlene McCormick	Mb: 021 0836 0424	Principal
Vanessa Farr	Mb: 027 698 7168	Parent Rep