



## MINUTES OF SCHOOL BOARD MEETING

**Date:** 19th February 2026.

**Time:** 5.00pm.

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

**Apologies:**

**In Attendance:**

**Greg Campbell chair of meeting.**

**Karakia.**

**Welcome Vanessa Farr to the Board.**

### 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 Nov & Dec 2025 Meetings:** Read as true and correct. *Moved - Greg, Seconded -Sharlene.*

- Greg Campbell standing down as Presiding Member. Greg nominated Phillip Wattam as Board Chair, all in favour. Carried.

### Matters Arising:

- Path down side - safety issue taking students down footpath. Teacher on walkers to use best judgement whether to use path or not. Signage. Concrete repair quote.
- Sensory garden - Kathy liaising with helpers.
- Financial Training for Parent Reps - **Term 2**.
- 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**.
- Annual Plan due March 2026. **2026**
- Low uptake on Manaiaikalani chromebooks. Need x15 for 2026. Put into budget.
- Baby barn ready to move.

### Correspondence - as tabled

Date	From/To	Topic
<b>Correspondence IN</b>		
6/2/2026	Reagan Cunliffe	OIA request - information on laptops
13/2/26	NZEI	Training for staff rep
<b>Correspondence OUT</b>		

- Seek advice from NZSBA regarding OIA - **Sharlene/Greg**

### Principal Report

- Read and accepted by Reps.
- Builder to raise junior playground edging, more bark for both playgrounds - approved. **Anna**
- Arborist for branch over shade sails. **Greg**
- Shed for lunch boxes. **Vanessa**
- MoE property may take away SN toilet.
- 5Yr and 10Yr Property Plan. Approved-Nik, Seconded-Greg. Carried.
- Annual Plan read and approved by all reps.
- New attendance rep very proactive. Attendance plan approved by all reps.
- Analysis of Variance - read and approved by all reps.

### Financial Report

- 2 x draft budgets. Board approved budget and deficit.

**Board Review Program**

- Reviewed

**Property Report**

- New library due in July.
- Community use of school pool - safety issues regarding supervision of kids, hooking gate open, vandalism.

**General**

- Strategic Plan consultation - need more input. **Greg**

**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 6.43pm**

*Moved-Greg, seconded-Sharlene.*

**Meeting finished at 7.00 pm**

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