



MINUTES OF SCHOOL BOARD MEETING

Date: 28th May 2026.

Time: 5.00pm.

Present: Phillip Wattam (Chair), Sharlene McCormick, Nik Massey, Vanessa Farr

Apologies: Anna O'Malley (Board Secretary).

Absent:

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
	Partner on staff	28/5/26	Yes	28/5/26 Board meeting	Rep will excuse themselves from any related discussion
Vanessa Farr					

Actions taken: Reviewed. None identified.

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

Matters Arising:

- Baby barn move happening on Friday the 5th of May at 3. Sharlene will ask the Barlows for support.
- 10 fruit trees to plant - ordered.

Correspondence - as tabled

Date	From/To	Topic
Correspondence IN		
2/4/26	Board members resignation	Board members
5/5/26	School Docs	Update
8/5/26	Staff	PEB
11/5/26	Governance training	Wednesday June 17 th 5.30-7.30pm at Kaiwaka Memorial Hall, Kaiwaka
19/5/26 and amended 29/5/26	Northland community foundation application confirmation	Kitchen setup grant
Correspondence OUT		
15/5/26	Staff	PEB

- Vanessa and Sharlene will attend the Board training

Financial Report

- Acknowledgement of the high amount of capital purchases early on in the year.

Principal Report

- Read and accepted by Reps.
- As a Board we recognise and thank Jim for his work and the time he put into the school.
- The teachers unit reports are received and the Board recognises the work teachers are doing to keep up to date with the Ministry changes in education.

Board Assurances

- Completed

Board Review Program:

- Swimming pool
- EOTC
- Reviewed and approved

Property Report

- Nil

Reports approved: Moved Nik, Seconded: Sharlene

General

- Filling Board vacancy - resignation from Greg, we are sorry to see Greg go and recognise all of the work and support he gave the school in his role as a Board member and Presiding Member.

We will approach Anna and ask her to be our returning officer and to first change the constitution to 5 members and then run a bi-election.

- EV charging station - Sharlene will talk with the KSA about a joint venture.
- Solar panels - we will consider this if it does not cost the school extra money.
- International students discussion - Nik and Anna will put together a proposal for the Board looking at a plan and price.
- Strategic Plan and consultation - Sharlene will contact Nicholas about working with a committee in Term 3. The committee will ideally include staff, Board members and parents. Sharlene will ask Chi about running a parent consultation survey again with whanau and staff.
- The Board will consider another PE container later on in the year.
- The Board gives Sharlene authority to 'Q' code any alternate education attendance.

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 6.57pm

Moved-Nik, seconded-Sharlene.

Meeting finished at 7:12pm

Signed:

..... Parent Rep Date:

Next meeting: 25/6/26

Kaiwaka School Board of Trustees

Nik Massey Mb: 021 2144 235 Staff Rep

Phillip Wattam Mb: 022 659 3522 Presiding Member

Sharlene McCormick Mb: 021 0836 0424 Principal

Vanessa Farr Mb: 027 698 7168 Parent Rep