KAIWAKA SCHOOL
MA TE HURUHURU KA RERE TE MANU
NURTURING CHILDREN TO FLY

MINUTES OF SCHOOL BOARD MEETING

Date: 27th Aug 2026.
Time: 5.00pm.

Present: Phillip Wattam (Chair), Sharlene McCormick, Nik Massey, Michelle Dempsey, Emma Gray, Emma McNeish, Anna O'Malley (Board Secretary).

Apologies: Vanessa Farr

- Karakia.
- Welcome to new Board Members. Code of Conduct.
- M Dempsey presented Stepped Attendance Response.

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
Emma McNeish					
Emma Gray	KSA bookings	27/8/26	Yes	27/8/26 Board Meeting	No conflict identified
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 June 2026 Meeting: Read as true and correct. *Moved Nik- , Seconded -Phil.*

Principal's Report:

- Read and accepted by reps.
- Wastewater leak under staffroom still to be fixed.
- Minor defects on Nga Tumanako - tradies coming back.
- Asbestos going over Xmas holidays.

<u>Correspondence - as tabled</u>

Date	From/To	Topic
Correspondence IN		
Correspondence OUT		

Board Assurances

- Completed

Financial Report

- Read and accepted by Reps.

Board Review Program

- Completed

Property Report

- Mowing costs/time - Anna

Strategic Plan

- Training session 25/9/26
- Next meeting - Chi, Vanessa

General

- Rob Cope event going ahead
- ERO visit Wk 3 Term 4. Sharlene to notify ERO of the change of Principal.

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 6.07pm

Moved-Nik, seconded-Sharlene.

Meeting finished at 7.42pm

Signed:

…… Parent Rep Date: ……

Next meeting: Thursday 24 September

Kaiwaka School Board of Trustees

Nik Massey	Mb: 021 2144 235	Staff Rep
Phillip Wattam	Mb: 022 659 3522	Chair
Emma Gray	Mb: 021 0279 5077	Parent Rep
Sharlene McCormick	Mb: 021 0836 0424	Principal
Vanessa Farr	Mb: 027 698 7168	Parent Rep
Emma McNeish	Mb: 021 851 358	Parent Rep