

Present: K Ngataki, M McDowell, E Jones, J Gussey, P Aislabie (Student Representative), G Tema-Liapaneke, H Warner (Staff Representative), D Tupaea (Principal) and J Paton (Principal’s PA)

Via Teams:

Visitors to Meeting: A Jacobs (Deputy Principal) and P Moody (Executive Manager)

Apologies: M Preston

Absent: M Albert

Start: 6:00pm **Finish:** 8:03pm

K Ngataki addressed the Board as this is the first Board meeting with D Tupaea officially as tumuaki (Principal).

The Board agreed that A Jacobs (Deputy Principal) and P Moody (Executive Manager) could be at the meeting.

KARAKIA
G Tema-Liapaneke

AGENDA		
Adopt the Agenda.		
Moved: P Aislabie	Seconded: H Warner	Carried: All

APOLOGIES		
M Preston		
Moved: D Tupaea	Seconded: G Tema-Liapaneke	Carried: All

DECLARATION OF INTEREST		
From in the shared Drive for this.		

MINUTES OF 31st MARCH, 2026 MEETING		
Matters Arising	Actions	Update
<ul style="list-style-type: none"> • Ongoing action points from previous meetings <ul style="list-style-type: none"> - Senior Leadership Team to provide some data around student usage of loan devices and parallel research about digital technology use in New Zealand schools - Discussion around more spaces in the school and considering covering the turf area - Policy meeting minutes are to be shared with the Senior Leadership Team through D Tupaea and then D Tupaea to present potential next steps to the Board, which could include community consultation. - Discussion around considering implementing a ‘Disciplinary Committee’ where any issues arising from disciplinary meetings (procedural, etc.) can be 	<ul style="list-style-type: none"> • Ongoing 	

<p>followed up/dealt with. D Tupaea and K Ngataki to discuss and plan.</p> <ul style="list-style-type: none"> At the end of the March meeting minutes it states that K Ngataki moved the Board into committee and out of committee, however this is an error as K Ngataki wasn't present at the meeting. The March meeting minutes should state that M McDowell moved the Board into committee and out of committee. 	<ul style="list-style-type: none"> J Paton to amend March Board meeting minutes 	
E Jones moved the Board accepts the Minutes of the Board Meeting of 31 st March, 2026.		
Moved: E Jones	Seconded: M McDowell	Carried: All

HEALTH AND SAFETY REPORT
<p>No Health and Safety Report.</p> <p>E Jones queried if there has been a Health and Safety meeting so far this year. H Warner said no and explained that he had spoken to a staff member that could take on the role of Health and Safety Representative however he is on a separate placement this term so this is ongoing. M McDowell said this is unacceptable this far into the year and that because of this the Board are leaving the Principal liable now. The Board agreed that action needs to occur. D Tupaea to follow this up.</p>

J Gussey arrived to the Board meeting at 6:10pm.

PROPERTY REPORT		
Matters Arising	Actions	Update
<ul style="list-style-type: none"> P Moody advised the Board that at the next meeting an incident will come up where a student got a large shard of timber stuck in their foot in the Gym. P Moody informed that Board that repairs have been done and there is ongoing maintenance and that unfortunately the timber damage looks to have happened in the same day and could be due to equipment. Short discussion around a student from the school fainting at the Tuakau ANZAC Parade. P Moody said no incident report has been completed for this so he is unaware of it. Short discussion around the water fountain quotes and that they are ongoing. Short discussion around communication received regarding the canteen environment and ambient temperature for cooking/food preparation. The Board agreed they want to be good landlords and noted that school students also work in the canteen. The Board agreed that they are compliant but want to look after the canteen. 	<ul style="list-style-type: none"> P Moody to follow up P Moody to follow up K Ngataki to forward letter to P Moody to follow up 	
Moved: E Jones	Seconded: G Tema-Liapaneke	Carried: All

FINANCE REPORT		
Matters Arising	Actions	Update
<ul style="list-style-type: none"> K Ngataki noted that in the Finance Committee meeting the payments to authorise for March 2026 were \$128,206.08. <p>Moved to confirm: M McDowell Seconded: D Tupaea</p>		

<ul style="list-style-type: none"> K Ngataki noted that in the Finance Committee meeting approval was required for Ops Grant Payroll for: PP:272026 for \$98,355.01 <p>Moved to confirm: J Gussey Seconded: P Aislabie</p>		
Moved: J Gussey	Seconded: M McDowell	Carried: All

POLICY REPORT
No Policy Report.

PERSONNEL REPORT
No Personnel Report.

'FRIENDS OF TUAKAU COLLEGE' (PTA) REPORT
No 'Friends of Tuakau College' (PTA) Report.

BUS NETWORK REPORT
No Bus Network Report.

STUDENT REPORT		
<i>Matters Arising</i>	<i>Actions</i>	<i>Update</i>
<ul style="list-style-type: none"> Discussion around uniform items brought to the Boards attention in Student Report. D Tupaea advised that currently the Senior Leadership Team are having discussions alongside policy and what they understand 'dress for success' to mean and considering what they want to concern themselves with. J Gussey said they should also consider what is fit for purpose. Discussion around policing of policies brought to the Boards attention in Student Report. P Aislabie clarified that students feel teachers aren't being consistent. 	<ul style="list-style-type: none"> Ongoing discussions around uniform policy sitting with the SLT currently D Tupaea to speak to SLT about this 	
Moved: P Aislabie	Seconded: K Ngataki	Carried: All

CORRESPONDENCE	
<i>Inward</i>	<i>Outward</i>
<ol style="list-style-type: none"> A Lacaze Resignation of Bus Controller Role Email (22 April, 2026) <p>Move the Board confirm the resignation of A Lacaze from her Bus Controller role. Moved: P Aislabie Seconded: E Jones</p> <ol style="list-style-type: none"> D van der Heyden Resignation Letter (23 April, 2026) 	<ol style="list-style-type: none"> N Law Confirmation of Resignation Letter (1 April, 2026) A Waters Confirmation of Resignation Letter (1 April, 2026) D Cooper-Lang Confirmation of Leave Request Letter (1 April, 2026)

<p>Move the Board confirm the resignation of D van der Heyden, with regret. Moved: H Warner Seconded: P Aislabie</p>	<ol style="list-style-type: none"> 4. PolyFest Well Done Letter – Filipino Group (1 April, 2026) 5. PolyFest Well Done Letter – Pasifika Group (1 April, 2026) 6. J Slee Thank You Letter (1 April, 2026) 7. A Jacobs Thank You Letter (1 April, 2026) 8. A Fletcher Thank You Letter (1 April, 2026) 9. P Moody Thank You Letter (1 April, 2026) 10. K Hemana Thank You Letter (1 April, 2026) 11. S Pearson Thank You Letter (1 April, 2026)
<p>Late Correspondence</p>	
<p>No late correspondence.</p>	
<p>Matters Arising</p>	
<p>No matters arising.</p>	
<p>Moved that the inward be accepted, and the outward be confirmed: K Ngataki</p>	<p>Seconded: G Tema-Liapaneke Carried: All</p>

PRINCIPAL'S REPORT		
<i>Discussion</i>	<i>Actions</i>	<i>Update</i>
<ul style="list-style-type: none"> • Move that the Board confirm the appointment of Anjali to a fixed-term full-time position as a Teacher commencing Monday 20th April, 2026 and ending Sunday 19th July, 2026. 		
<p>Moved: J Gussey</p>	<p>Seconded: E Jones</p>	<p>Carried: All</p>
<ul style="list-style-type: none"> • Move that the Board confirm the appointment of Waimaria Mark to permanent part-time position of 16 hours and 36 minutes per week as a Kaiaawhina Reo Rua (Teaching Assistant) in the Te Reo Maaori language area, commencing Monday 20th April, 2026 and ending Sunday 19th July, 2026. 		
<p>Moved: J Gussey</p>	<p>Seconded: E Jones</p>	<p>Carried: All</p>
<ul style="list-style-type: none"> • Move that the Board confirm the appointment of Xara Startin to a permanent part-time position of 27 hours and 45 minutes per week as a Teaching Assistant in Te Whare Ako, commencing Monday 20th April, 2026 and ending 11th December, 2026 (this is a permanent position however hours may vary slightly from year to year due to the timetable). 		
<p>Moved: P Aislabie</p>	<p>Seconded: M McDowell</p>	<p>Carried: All</p>
<ul style="list-style-type: none"> • Move that the Board confirm the appointment of Samantha Johnstone to a permanent part-time position of 27 hours and 45 minutes per week as a Teaching Assistant in Te Whare Ako, commencing Monday 20th April, 2026 and ending 11th December, 2026 (this is a permanent position however hours may vary slightly from year to year due to the timetable). 		
<p>Moved: H Warner</p>	<p>Seconded: G Tema-Liapaneke</p>	<p>Carried: All</p>
<ul style="list-style-type: none"> • Move that the Board confirm the appointment of Janani Guyatt-McCarty to a fixed-term full-time position as an 		

English Teacher commencing 28th April, 2026 and ending 29th May, 2026.		
Moved: K Ngataki	Seconded: J Gussey	Carried: All
<ul style="list-style-type: none"> Move that the Board approves the Principal's engagement of EdSol consultants within delegated authority, and approves the continuation of this engagement, including associated costs. 		
Moved: J Gussey	Seconded: E Jones	Carried: All
<ul style="list-style-type: none"> Move that the Board approves the establishment of a Tikanga budget of an initial amount of \$5,000 to support the renumeration of kaumaatua and kuia for cultural and tikanga based services. 		
Moved: G Tema-Liapaneke	Seconded: P Aislabie	Carried: All
<ul style="list-style-type: none"> E Jones suggested the Board send a letter of thanks to Sir Edmund Hillary Collegiate for releasing D Tupaea during last term to visit our kura and also for making the transition process so smooth. J Paton to organise for letter to be sent. Lockdown Survey – short discussion around the lockdown survey summary. E Jones queried relievers during the lockdown process and D Tupaea informed the Board this was raised in the survey and discussions have been had around managing relievers. D Tupaea to also share student survey summary with Board. Strategic Plan – D Tupaea informed the Board that the Strategic Plan is to be done by start of next year and they need to hit the ground running with this and complete community consultation (wider community, staff and students). D Tupaea said alongside the surveys she would also like to offer a hui for Maaori and a hui for all others. D Tupaea informed the Board that this year they are also going to look at going to marae to engage more Maaori. Board members are to look at the questions in the survey draft D Tupaea has shared with them and feedback to D Tupaea. M McDowell asked the question, have we included other cultures? 		
D Tupaea moved the Principal's Report.		
Moved: D Tupaea	Seconded: J Gussey	Carried: All

GENERAL BUSINESS	
Discussion	Actions
<ul style="list-style-type: none"> Strategic Plan <p>K Ngataki informed the Board that their role in this is to get together and plan. K Ngataki said the Board also needs to look at some Board training/workshops/knowing their roles as Board members. K Ngataki noted that the NZSBA Conference is coming up and a few Board members are registered to attend that. E Jones said that as Board members it is also their individual responsibilities to know their role and do training, as they all receive the NZSBA emails and can do it themselves. K Ngataki agreed but noted that as a Board they all need to do something together. E Jones queried if upcoming trainings could be tabled at meetings so that the Board members are aware of what is coming up. Discussion around what day of the week suits Board members best to get together and do some training, etc. and Tuesdays were agreed on. K Ngataki and D Tupaea to find someone to facilitate this.</p>	<ul style="list-style-type: none"> K Ngataki to table upcoming Board member trainings K Ngataki and D Tupaea to find someone to facilitate get together/training and organise this

IN COMMITTEE

At 7:16pm		
Moved into committee: K Ngataki	Seconded: D Tupaea	Carried: All
At 8:01pm		
Moved out of committee: K Ngataki	Seconded: D Tupaea	Carried: All

KARAKIA MUTUNGA
M McDowell and K Ngataki

Board Meeting finished at 8:03pm.

NEXT MEETING
Tuesday 26 th May, 2026