

Present: H Warner (Staff Representative), K Ngataki, M McDowell, G Tema-Liapaneke, M Preston, E Jones, M Albert and J Paton (Principal's PA)

Via Teams: A Tocker

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

Apologies: C Betty (Principal) and J Gussey

Absent: P Aislabie (Student Representative)

Start: 6:00pm **Finish:** 7:55pm

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

KARAKIA
M McDowell

AGENDA		
Adopt the Agenda.		
Moved: K Ngataki	Seconded: M McDowell	Carried: All

APOLOGIES		
C Betty (Principal) and J Gussey.		
Moved: M Preston	Seconded: G Tema-Liapaneke	Carried: All

DECLARATION OF INTEREST
From in the shared Drive for this.

MINUTES OF 28th OCTOBER, 2025 MEETING		
Matters Arising	Actions	Update
<ul style="list-style-type: none"> No matters arising. 		
H Warner moved the Board accepts the Minutes of the Board Meeting of 28 th October, 2025.		
Moved: H Warner	Seconded: M McDowell	Carried: All

HEALTH AND SAFETY REPORT
No Health and Safety Report, but the Board discussed staff morale and what they can put in place to help celebrate staff. M McDowell suggested a Pasotral Care committee (like the Property Committee, Finance Committee, etc.) to give governance oversight of staff wellbeing, etc. and K Ngataki suggested that as part of the Boards upcoming Strategic Plan review this could be looked at then. M Albert queried that in addition to the Staff Christmas function, what can we do for staff in a practical sense? E Jones suggested tools to take off the teaching load from staff and making sure that staff voices are heard, which is

different to just recognition. M McDowell said the question arises from the Board – how can the Board acknowledge staff in the next three weeks outside of the staff Christmas function? The Board agreed to refer this question back to C Betty (Principal).

PROPERTY REPORT

<i>Matters Arising</i>	<i>Actions</i>	<i>Update</i>
<ul style="list-style-type: none"> No matters arising. 		
Moved: A Tocker	Seconded: M Preston	Carried: All

FINANCE REPORT

<i>Matters Arising</i>	<i>Actions</i>	<i>Update</i>
<ul style="list-style-type: none"> K Ngataki noted that in the Finance Committee meeting the payments to authorise for October 2025 were \$191,957.29. This was moved and seconded at the Finance Committee meeting, but K Ngataki advised it should be minuted at the Board meeting too. C Betty moved to confirm. Moved to confirm: H Warner Seconded: E Jones K Ngataki noted that in the Finance Committee meeting approval was required for Ops Grant Payroll for: PP:162026 for \$102,267.86 PP:172026 for \$97,257.79 These were moved and seconded at the Finance Committee meeting, but K Ngataki advised it should be minuted at the Board meeting too. C Betty moved to confirm. Moved to confirm: M McDowell Seconded: E Jones K Ngataki queried the assets and the 8 term deposits and why we don't combine them? A Jacobs explained they're for particular things (eg. scholarship) and that they also run for different terms. 		
Moved: A Tocker	Seconded: K Ngataki	Carried: All

POLICY REPORT

<i>Matters Arising</i>	<i>Actions</i>	<i>Update</i>
<ul style="list-style-type: none"> G Tema-Liapanek noted that the Policy committee agreed it would be good for all the Board to look at the policies on SchoolDocs, otherwise the Board isn't up to date with what the policies are. G Tema-Liapanek said C Betty would like the Board to familiarise themselves with these, as some of them have been updated. A Tocker requested that on the Policy committee meeting minutes there be a schedule of what policies are up for review in what term. 	<ul style="list-style-type: none"> Board members to look at policies on SchoolDocs J Paton to add a schedule of policies for review each term to the Policy 	

E Jones suggested putting something out to parents/caregivers to let them know they can review, etc. and to promote this in our e-Bulletin/social media/etc. K Ngataki noted anyone can access the policies on our school website and review them. K Ngataki said the Board can look at this as part of their upcoming Strategic Plan review discussions. G Tema-Liapaneke noted some families don't have internet so it's not always so practical for them to be able to access.	committee meeting minutes.	
Moved: G Tema-Liapaneke	Seconded: K Ngataki	Carried: All

PERSONNEL REPORT
In-Committee.

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

BUS NETWORK REPORT		
Matters Arising	Actions	Update
<ul style="list-style-type: none"> No matters arising. 		
Moved: K Ngataki	Seconded: M McDowell	Carried: All

STUDENT REPORT
No Student Report.

CORRESPONDENCE	
Inward	Outward
<ol style="list-style-type: none"> Advance Notice of strike action by PPTA members on 5 November (31 October, 2025) Notice of Strike by PPTA members on 5 November (2 November, 2025) <p>Move that the Board confirm the closure of the college for a half day (from 12:55pm) on 5th November, 2025 due to PPTA strike action. Moved: K Ngataki Seconded: G Tema-Liapaneke</p> <ol style="list-style-type: none"> G Van Niekerk Leave Request Submission (3 November, 2025) <p>Move the Board confirm the leave request for G Van Niekerk, commencing 4th November, 2025 to 14th November, 2025. This will be leave with pay. Moved: A Jacobs Seconded: K Ngataki</p> <ol style="list-style-type: none"> L Herbert Leave Request Submission (3 November, 2025) <p>Move the Board approve the leave request for L Herbert, commencing 30th June, 2026 to 17th July, 2026. This will be leave without pay. Moved: M McDowell Seconded: K Ngataki</p>	<ol style="list-style-type: none"> S Ferguson Confirmation of Maternity Leave Request Letter (29 October, 2025) R Scholes Confirmation of Resignation Letter (29 October, 2025) M Nair Confirmation of Resignation Letter (29 October, 2025) A Cooper Confirmation of Resignation Letter (29 October, 2025) Fijian Language Week Thank You Letter (29 October, 2025) Diwali Week Thank You Letter (29 October, 2025) D Claridge Congratulations Letter (29 October, 2025) B Fletcher Congratulations Letter (29 October, 2025) B Mahoney Congratulations Letter (29 October, 2025)

<p>5. K Hume Leave Request Submission (11 November, 2025)</p> <p>Move the Board approve the leave request for K Hume, commencing 8th December, 2025 to 12th December, 2025. This will be leave without pay. Moved: A Jacobs Seconded: H Warner</p>	
<p>6. C Taylor Maternity Leave Email (18 November, 2025)</p> <p>Move the Board approve maternity leave for C Taylor, commencing 20th February 2026 to 27th January 2027. Moved: A Jacobs Seconded: M Preston</p>	
Late Correspondence	
No late correspondence.	
Matters Arising	
No matters arising.	
Moved that the inward be accepted, and the outward be confirmed: A Jacobs	Seconded: E Jones Carried: All

PRINCIPAL'S REPORT		
Discussion	Actions	Update
<ul style="list-style-type: none"> Move that the Board send congratulations letters to the major prizewinners at Senior Prizegiving. 		
Moved: G Tema-Liapaneke	Seconded: H Warner	Carried: All
<ul style="list-style-type: none"> Move that the Board approve the overnight Year 12 Outdoor Education – Survival Group 1 trip to Hunua Ranges, from 5th March 2026 to 6th March 2026. 		
Moved: K Ngataki	Seconded: E Jones	Carried: All
<ul style="list-style-type: none"> Move that the Board approve the overnight Year 12 Outdoor Education – Survival Group 2 trip to Hunua Ranges, from 19th March 2026 to 20th March 2026. 		
Moved: K Ngataki	Seconded: M Albert	Carried: All
<ul style="list-style-type: none"> Move that the Board send congratulations letters to the four students that won top prizes at the MIT Awards Evening in November. 		
Moved: A Jacobs	Seconded: K Ngataki	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Michelle McMillan to a fixed term position as the Year 13 Dean for 2026, commencing 28th January 2026 and ending 27th January 2027. This position comes with a time allowance of 10 non-contact periods, two fixed-term salary units and one fixed-term middle management allowance. These begin and finish in the same time frame as this position. 		
Moved: A Jacobs	Seconded: A Tocker	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Jurjen Haitsma to a permanent full-time position as a Hard Materials Technology teacher, commencing 28th January 2026. 		
Moved: A Jacobs	Seconded: E Jones	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Alvin Bugtai to a permanent full-time position as a Digital Technology teacher, commencing 28th January 2026. 		
Moved: A Jacobs	Seconded: M Preston	Carried: All

<ul style="list-style-type: none"> Move the Board confirm the appointment of Hanaa Shareef to a permanent full-time position as a Mathematics teacher, commencing 28th January 2026. 		
Moved: A Jacobs	Seconded: H Warner	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Susan Ferguson to a fixed-term full-time position as the Acting Head of English, commencing 28th January 2026 and ending 2nd April 2026. This is due to the current Head of English being on leave for a Study Award during this time. This is a fixed-term position, and it comes with three fixed-term salary units and one fixed-term middle management allowance. 		
Moved: A Jacobs	Seconded: G Tema-Liapaneke	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Deepika Sandhu to a fixed-term full-time position as an English teacher (maternity leave position), commencing 13th April 2026 and ending 1st November 2026. Following the completion of this maternity leave position Deepika will continue working at the college as a fixed-term full-time English teacher until the end of the year (27th January 2027). 		
Moved: A Jacobs	Seconded: H Warner	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Emiri Cooper to a permanent full-time position as a Science teacher, commencing 28th January 2026. 		
Moved: A Jacobs	Seconded: M Preston	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Rose De Thierry to a permanent full-time position of 27 hours and 45 minutes per week as a Teaching Assistant in 2026, commencing 31st January 2026 and ending 11th December 2026. 		
Moved: A Jacobs	Seconded: M Preston	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Vanessa Land to a permanent full-time position of 27 hours and 45 minutes per week as a Teaching Assistant in 2026, commencing 31st January 2026 and ending 11th December 2026. 		
Moved: A Jacobs	Seconded: H Warner	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Sarabjit Kaur to a permanent full-time position of 27 hours and 45 minutes per week as a Teaching Assistant in 2026, commencing 31st January 2026 and ending 11th December 2026. 		
Moved: A Jacobs	Seconded: M McDowell	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Ruth Lapwood to a permanent full-time position of 27 hours and 45 minutes per week as a Teaching Assistant in 2026, commencing 31st January 2026 and ending 11th December 2026. 		
Moved: A Jacobs	Seconded: E Jones	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Marie Cowan to a permanent full-time position of 22 hours and 20 minutes per week as a Teaching Assistant in 2026, commencing 31st January 2026 and ending 11th December 2026. 		
Moved: A Jacobs	Seconded: G Tema-Liapaneke	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Fiona Proctor to a permanent full-time position of 27 hours and 45 minutes per week as a Teaching Assistant in 		

2026, commencing 31st January 2026 and ending 11th December 2026.		
Moved: A Jacobs	Seconded: K Ngataki	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Christine Yeager to a permanent full-time position of 27 hours and 45 minutes per week as a Teaching Assistant in 2026, commencing 31st January 2026 and ending 11th December 2026. 		
Moved: A Jacobs	Seconded: K Ngataki	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Donna van der Heyden to a permanent full-time position of 22 hours and 10 minutes per week as a Teaching Assistant in 2026, commencing 31st January 2026 and ending 11th December 2026. 		
Moved: A Jacobs	Seconded: K Ngataki	Carried: All
<ul style="list-style-type: none"> Move the Board confirm the appointment of Samantha Ellery to a permanent full-time position of 25 hours per week as a Food Technology Teaching Assistant in 2026, commencing 31st January 2026 and ending 11th December 2026. 		
Moved: A Jacobs	Seconded: K Ngataki	Carried: All
<ul style="list-style-type: none"> The Board requested clarification around why the Teaching Assistant appointments were 'permanent part-time' but then a fixed term time period was stated. A Jacobs noted it was to do with funding and timetabling. The Board requested C Betty provide them with clarification around this. 		
A Jacobs moved the Principal's Report.		
Moved: A Jacobs	Seconded: K Ngataki	Carried: All

GENERAL BUSINESS	
<i>Discussion</i>	<i>Actions</i>
<ul style="list-style-type: none"> <u>Affirmation of Te Tiriti o Waitangi</u> <p>The Board had an in depth discussion around their views on the affirmation of Te Tiriti o Waitangi. At the conclusion of a lengthy deliberation of views the Board held a vote as to who agreed with making a statement reaffirming Te Tiriti o Waitangi, and who disagreed. 8 members agreed. 1 member disagreed.</p> <p>The Board moved a resolution that it reaffirms its current position regarding Te Tiriti o Waitangi. Moved: K Ngataki Seconded: H Warner</p> <p>The Board discussed that M Albert would draft a statement on behalf of the Board and email it to the Board to look at and determine wording before the Presiding Members communicates it with the community.</p>	<ul style="list-style-type: none"> M Albert to draft a statement and send to the Board

IN COMMITTEE		
At 7:21 pm		
Moved into committee: K Ngataki	Seconded: C Betty	Carried: All
At 7:54 pm		
Moved out of committee: K Ngataki	Seconded: C Betty	Carried: All

KARAKIA MUTUNGA

M McDowell

Board Meeting finished at 7:55 pm.

NEXT MEETING

Tuesday 16 th December, 2025
