

CONFIRMED MINUTES

BOT MEETING



Learning Together
Akona Piri Tahī

At the **BOT Meeting** on **10 Aug 2026** these minutes were **confirmed as presented**.

Name:	Te Puke Primary School
Date:	Monday, 8 June 2026
Time:	5:15 pm to 5:59 pm (NZST)
Location:	Te Puke Primary School, 43 Cameron Road, Te Puke 3119
Board Members:	Rona Wheeldon (Chair), Andrea Dance, Helen Perry, Krystal Cooper, Marcus Waretini, Matthew Armstrong, Nicole Brewer
Attendees:	Monique Verwey

1. Opening Meeting/ Karakia

1.1 Confirm Minutes

BOT Meeting 11 May 2026, the minutes were confirmed as presented.

Minutes of the previous meeting confirmed as read and correct.

Moved:- Matt Armstrong. Seconded:- Marcus Waretini

1.2 Correspondence

New build walk:- Walk cancelled as it was too dark.

Danny Ngawhika emails:- Rona met with the Presiding Member of TPHS and others in relation to the collaborative forum with iwi. TPPS feels that we are fresh from whanau class changes and are in a good place already. We do not want to get involved at this stage. Angie Wihapi, our former iwi rep on the BOT, is also on board with our current position. She is also happy to attend meetings with Rona so we all stay informed. There has been a change of Presiding Members since the initiation of this new group. It was expected everyone follow the TPI model with no discussion on what other models are currently in schools. Rona has replied that TPPS is happy come and listen to discussions but may not be fully committed at this time. They are currently waiting for Tapuika to have hui and then a date and time will be communicated. We feel we are still in a good place and on a good trajectory currently with our Iwi.

1.3 Whanaungatanga

1.4 Conflicts of Interest Register/ Whakapapa Register

2. Major Decisions and Discussions

2.1 Property Update

- All the modcoms have arrived. At this time there is no scheduled date of opening, hopefully Term 3.
- The new Basketball court surface is up and running
- There was damage to a gate by a contractor which will be sorted by them

3. Board Annual Work Plan

3.1 2024 Review Schedule/School Docs

Comments on policies:-

- School pool safety. Tony Collins, caretaker, has done all necessary training and attended a course which makes it fully compliant.
- Helen, discussed her wording in her notes, the points were not a policy requirement as such but just a need for clarifying.
- BOT were reminded not to go down links within the policies- only to review the actual policy at the time.
- Comment made concerning EOTC has already been discussed at length. The big camps ie Ski Camp and Year 6, are automatically reviewed by management.

4. Actions from Previous Meetings

4.1 Actions points from previous meetings

5. Management Reports

5.1 Principal report

- Andrea has informed the MOE about extra students due from new build by the school. They have put this on their forecast.
- Question:- Are registered sex offenders checked for? Andrea assured the board the person who chooses the families will have their processes in hand. 2 homes are for kamatua- objective is for them to keep an eye on things. The other 6 homes for families with 1 or 2 children.
- Question:- Have there been any driveway issues? Parking has been good so far and the timing set in place adhered to.

CK's report:-

- There are a lot of needs coming through.
- High proportion of boys, but no issues.
- Indian students NZ born do not get ESOL.
- There is a solid class structure in place.
- Transitions are done which works extremely well. These transitions can take longer if needed.

- Homework with parents of what to expect at school
- Kai in the morning is needed. Food is provided by various agency's.
- Thanks to CK's from the board

It is moved that the Principals Report be accepted and passed.

Moved:- Nicole Brewer. Seconded:- Rona Wheeldon

5.2 Finance Report

- MOE Govt lunch grant used to pay a few staff for extra admin above and beyond their job descriptions. These staff have additional workload to administer the scheme. The organiser has said to use the funds as seen fit and that this purpose was for staff and any additional materials needed within the school like the purchase of trolly's and crates.
- TPV Learning Support Panel funds are from Te Puke High School from the wash up of Kahui Ako. Kept in a seperate suffix from other school funds as not part of our operational grant funding. Treated a seperate.
- Marketing funds will be utilised to update signs and stickers around school
- Teachers only day at the end of the term is a AI PLD day.

The payments batch since the last meeting is approved as true and correct.

Moved:- Nicole Brewer. Seconded :- Helen Perry

5.3 Health & Safety Review

5.4 Iwi

6. Other Business

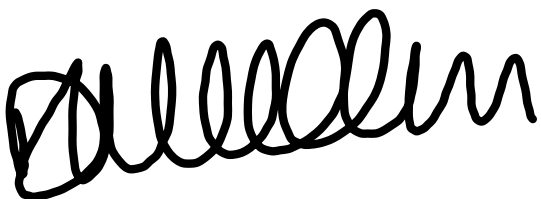
6.1 General Business

6.2 Closing Karakia

7. Close Meeting

7.1 Close the meeting

Next meeting: No date for the next meeting has been set.



Rona Wheeldon
17 Aug 2026