

CONFIRMED MINUTES

BOARD HUI #4



At the **Board Hui #5** on **29 Jul 2025** these minutes were **confirmed as presented**.

Name:	Pāpāmoa Primary School
Date:	Wednesday, 25 June 2025
Time:	7:00 pm to 8:00 pm (NZST)
Location:	Online Via Google Meet, Online
Board Members:	Mark Divehall (Chair), Cyrus Tuporo, Danielle Thomson, Kate Wallis, Amber Brooks , Jamie Smith , Matt Simeon
Apologies:	Olivia Hayward , Tukara Matthews, Tessa White

1. Opening Meeting

1.1 Karakia - Whakatauki

This was an online meeting held via google met

1.2 Interests Register - Any Updates

1.3 Confirm Minutes

Board Hui #3 13 May 2025, the minutes were confirmed as presented.



MOved Last hui Minutes

All Approved

Decision Date: 25 Jun 2025

Mover: Mark Divehall

Seconder: Amber Brooks

Outcome: Approved

2. Board Assurance and Compliance

2.1 Term 2 Board Assurances

Noted as completed

3. Visitors

3.1 NIL This meeting

4. Actions from Previous Meetings

4.1 Action List

Due Date	Action Title	Owner(s)
11 Aug 2025	Community / Staff / Y5/6 Engagement Survey Status: Completed on 29 Jul 2025	Matt Simeon

5. Staffing/Roll Numbers/Attendance/Internationals

5.1 Staff Updates

Matt was thanked for his work in the review of the office team and the establishment of the new team.

5.2 Roll Numbers/Attendance/Family Harm Alerts - As Read

5.3 Removal of Kahui Ako

Questions about a letter for Matt

Questions about impacts on our school

MS update board on impacts

5.4 International Update - NIL REPORT

6. Financial Reporting

6.1 Financials

6.2 Payments - Decision



May Account

Approved for Payment

Decision Date: 25 Jun 2025
Mover: Jamie Smith
Seconder: Matt Simeon
Outcome: Approved

6.3 Change in Office Credit Card



Remove Rochelle Goninon from Credit Card and add Hayley Stockman

Approved

Decision Date: 25 Jun 2025
Mover: Matt Simeon
Seconder: Mark Divehall
Outcome: Approved

6.4 Complete Audit Reports



MOve and accept the Audit report

Approved

Decision Date: 25 Jun 2025
Mover: Mark Divehall
Seconder: Amber Brooks
Outcome: Approved

6.5 Budget Implications / Insights

Noted

7. Strategic Aims

7.1 Staff Insights

The board again thanked the leadership group for their insights into the term. It is the boards favourite reports of the term

8. Property Repairs and Maintenance

8.1 Health & Safety Summary - For Noting

8.2 Blocks T,G,A Weather Tightness - Update



Approve \$50k to support landscaping to happen in the holidays

Due to timing of the MOE additional funds for the project and with the desire for the school to have the landscaping completed over the break to allow the fences to be removed to open up the school, the board has approved funds to cover this in the case that the contractor needs to be paid and the variation of funds from the MOE has not dropped into the MOE accounts.

Decision Date: 25 Jun 2025
Mover: Mark Divehall
Seconder: Kate Wallis
Outcome: Approved

8.3 5YA Works - Update

8.4 Pool - Completed

A great project to have completed. Big thanks again to Matt for his management of this for the school.

9. Items Passed Via Email Prior

10. General Business

10.1 Pāpāmoa Kahui Ako -

11. What have we achieved for our School & Community this Hui?

11.1 Board Member Summary of meeting

Not completed due to being an online meeting

12. In Committee

12.1 In committee items/minutes are stored separately inside board Pro

13. Close Meeting

13.1 Close the meeting

Next meeting: Board Hui #5 - 29 Jul 2025, 6:30 pm

Jamie is proud of how well the international students is going

Amber International students, whats coming is exciting. Marketing exciting. Personal experience it is a very special for out tamariki

Olivia: International proud of support we have provided, students so supported and settled. Builders awesome onsite, friendly to the children and staff.

Danielle: International students. Matts commitment to the building works, and level of pride evident. Will be amazing for school and staff and community.

Kate: Professional growth of our Principal with his conference this week, and Gold Coast, networking which can only help our children:

Tukara: Fence. Achievement, community will benefit. Parking, car doors, bikes health and safety.

Matt: What we as a BOT are achieving is robust and considered. A strength for the school, staff and community. Matt has to present all details as it is well questioned.

Mark: BOT Good balance of opinion, knowledge and passion for the school when decision making.

Matt shared landscaping plans with the BOT

8.18 Meeting closed with a Karakia by Tukara

Signature:_____

Date:_____