

**Meadowbank School
Board Meeting Minutes
Tuesday, 11 August 2026, 7.00pm**

Present: Phil Toomer, Judith Hannan, Adrien Hunter, David Jaggs, Kylie Middleton, Frances Moon, Penny Olson, Clark Wilson

Minute Secretary: Kim Murphy

Opening Karakia

Supplemental Agenda

None

Adoption of Agenda

The Agenda was adopted by Frances. Seconded by Adrien.

Declaration of Interest

Each member of the Board confirmed they have no conflicts of interest in relation to the matters to be discussed in this meeting and their interests, if any, are recorded in the Interests Register which is saved in the Dropbox folder. Ahead of the monthly meetings *each member is to review the Register and make any amendments required.*

FOR REVIEW, DISCUSSION AND APPROVAL

Brief Mid-Year Testing Summary

Phil provided the Board with a brief summary on mid-year test results of students from Years 3-6, which was taken as read.

He noted the summary includes data from our first use of the Student Monitoring, Assessment and Reporting Tool (SMART) and presents a simple comparison of our reading and mathematics achievement and benchmarks it against students' February PAT results.

He noted the data shows a reasonably broad alignment across the two assessments of SMART and PAT.

The Board considered the teachers' process of learning how to maximise their interpretation of the data.

The Board noted the value of Parent-Teacher Interviews for providing a forum for teachers to go through a student's achievement data with their parents.

Camp Approvals

Phil provided the Board with a proposal for camps for Years 5 and 6 students for consideration and approval.

Phil noted the proposed Year 5 camp would follow last year's successful format and would be held again at CYC Ngaruawahia over two nights and three days from 28-30 October 2026. Due to a rise in fees from the venue, this camp will cost \$310 per student, which is an increase from last year's \$280. The Board noted the work SLT put in to minimise cost increases where possible.

The Board approved the Year 5 camp to be held on 28-30 October 2026.

Phil noted the proposed Year 6 camp would be held again at the Motutapu Outdoor Education Camp, with the length and dates of the camp to be finalised. He noted the venue is in high demand and would be available for a four-night and five-day camp from 5-9 April 2027 – one night longer than previous Year 6 camps.

The Board considered the extended length of the camp and its suitability for students, teachers and parent helpers. The Board agreed a shorter three-night and four-day camp would be preferred, ideally from Tuesday to Friday, and requested Phil continue to liaise with Motutapu Outdoor Education Camp to arrange a suitable booking.

The Board approved the Year 6 camp, subject to confirming the exact dates.

Action: Phil to continue discussions with Motutapu Outdoor Education Camp and to report back to the Board with arrangements for a three-night camp.

Strategic Review/Plan

Phil provided the Board with an updated Strategic Review/Plan following the strategy meeting held on 21 July 2026.

The Board considered each section (or quadrant) of the plan, which cover four strategic areas: Curriculum and Assessment; Community and Partnerships; Staff; and Environment and Resourcing. The Board considered measurable objectives. The Board agreed the SLT would progress the document and further review would be done at the next strategic planning meeting.

Action: SLT to progress the Strategic Plan document

SCHOOLDOCS

The status of SchoolDocs reviews are as follows.

Under Review this term

- School Community Engagement
- Inclusive School Culture
- Enrolment
- Student Attendance
- Student Uniform/Student Dress Expectations
- Concerns and Complaints Policy

Waiting on SchoolDocs

- School Swimming Pool
- Education Outside the Classroom
- EOTC Governance Roles and Responsibilities
- EOTC Risk Assessment and Management
- Alcohol, Drugs and Other Harmful Substances Policy
- Sun Protection
- Digital Technology and Online Safety
- Cell phones and Other Personal Digital Devices

For Approval

- Behaviour Management – Kylie to review
- Internal review – Education and Training (System Reform) Amendment Act 2026 – Adrien review

MONITORING AND MONTHLY REPORTS

Principal's Report

Phil provided a written report to the Board which was taken as read

The Board noted up to 60% of students in Years 0-1 classes are ESOL learners.

The Board considered attendance at FOMS' recent Beer & Bubbles night and the dates of future fundraising events. The Board noted the key organisers of beer night are finishing up at school this year and new volunteers will be needed.

June/July Finance Report

Schooled provided the Board with a written report for the two-month period up to 31 July 2026 which was taken as read.

Adrien noted an operating surplus was recorded and banked staffing was underused during the period. He also noted locally-raised funds are well positioned, with donations ahead and fundraising at about the same level as this time last year.

Property Report

Clark provided a written report to the Board which was taken as read.

Clark noted data from the Main School Electrical Feed has been submitted to the Ministry of Education for review.

Regarding the Junior drainage and shade project, we have sought a second quote for the deck area around the tree and expect to have all information and pricing for consideration at the next Board meeting.

Phil confirmed the Robomower continues to perform well on the senior field.

Phil noted the Ministry of Education has agreed to a stream stabilisation solution (involving rock fill) to strengthen the stream bank and slow water flow adjacent to the gully path. The Ministry of Education has endorsed a redesign of the bridge footings to futureproof against further erosion, with the design underway.

Health and Safety Report

Phil provided a written report to the Board which was taken as read.

MATTERS ARISING FROM PREVIOUS MEETINGS

Minutes of Previous Meetings

Frances moved that the minutes of meeting from 9 June 2026 be accepted as a true and correct record. The minutes were adopted and seconded by David. Frances moved that the minutes of the PEB component of the meeting from 9 June 2026 be accepted as a true and correct record. The minutes were adopted and seconded by Judith.

Action items

Matters arising from previous meetings are noted in the Board Action Register as completed or carried forward by the Board. Matters carried forward will be discussed at the next Board meeting.

CORRESPONDENCE

None

PEB

One

SUPPLEMENTAL AGENDA

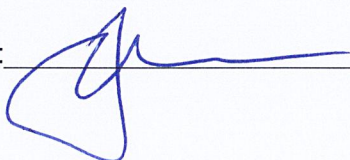
None

Meeting closed at 7.52pm

Next meeting

Board meeting, 15 September, 7pm

Signed: _____



Dated: _____

25/09/26