



# Glenfield Primary School Board

Minutes of the Meeting  
Tuesday, 23 September 2025 at 5:30pm

<b>Present</b>	Kat Porter Rick Gurnell Donovan Smith Yoyo Fu Sumudu Thode Sarah Goforth Natalie Todd James Batu Kim Collins	Principal Board Member (Presiding Member) Board Member Board Member Board Member Board Member Board Member Board Member (Secretary)
<b>Apologies</b>		
<b>Absent</b>		
<b>In Attendance</b>	Presenting: Aleesha Tawa, Te Kawerau ā Maki Attending: Brenda McPherson	

1- 2	<b>Opening and Apologies</b>	
	<p>The principal welcomed everyone to the meeting and we opened with a karakia. Welcome to the Board James Batu.</p> <ul style="list-style-type: none"><li>Whakawhanaungatanga / Round the table introductions - welcome to James and Natalie</li></ul> <p><b>Co-opting of new Board Member:</b> The Board has voted and in favour, and the motion has been carried to co-opt Natalie Todd to the Glenfield School Board.</p> <p><b>Vote of new Presiding Member:</b> Call for nominations was made:<ul style="list-style-type: none"><li>Everybody nominated Rick</li><li>Sumudu seconded it and passed</li></ul>The Board has voted and in favour and the motion has been carried. Therefore the new Presiding Member is Rick Gurnell with immediate effect.</p> <p><b>Vote of new Vice Presiding Member</b> Call for nominations was made<ul style="list-style-type: none"><li>Kat nominated Sumudu</li><li>Yoyo seconded it and passed</li></ul>The Board has voted and in favour and the motion has been carried. Therefore the new Vice Presiding Member is Sumudu Thode with immediate effect.</p> <p>Kim has been given speaking rights</p> <p><b>Board Committees</b></p> <ol style="list-style-type: none"><li>Finance/Property Committee - to be made up of principal, DPs and Natalie Todd (Board), Finance Office</li><li>Personnel Committee - to continue with principal, Sumudu Thode, Yoyo Fu and Rick Gurnell</li></ol>	<p><i>Moved: Kat Carried: Yoyo, Unanimous</i></p> <p><i>Moved: Kat Carried: Sumudu, Unanimous</i></p> <p><i>Moved: Sumudu Carried: Yoyo, Unanimous</i></p> <p><i>Moved: Kat Carried: Rick, Unanimous agreement</i></p>

	The Presiding Member welcomed everyone to the meeting	
<b>3.</b>	<b>Expert Presentations</b>	
	<p>Expert Presentation - Aleesha Taua, from Te Kawerau ā Maki (iwi)</p> <ul style="list-style-type: none"> <li>• History of Kawerau A Maki as a post-settled iwi</li> <li>• Mana Kura programme - a three year programme run in schools.</li> <li>• Year 1 Te Kakano - sowing the foundations of the relationship</li> <li>• Year 2 Te Whanake - nurturing the relationship through collaboration and co-design</li> <li>• Year 3 Puananī - sustainability of relationship, knowledge and vision</li> <li>• <a href="#">Link to our padlet</a></li> </ul> <p>Rick thanked her for their time and presentation.</p>	<i>Moved: Rick Carried: Kat</i>
<b>4.</b>	<b>Administration</b>	
	Conflicts of interest to note - all have updated the register, none to note this meeting.	<i>Noted</i>
<b>5.</b>	<b>Approval of Previous Minutes</b>	
	<p>Minutes of the meeting held in August 2025 were approved.</p> <p>Minutes of the In-Committee meeting for August were approved.</p> <p>There were no Matters Arising from the previous meeting.</p>	<i>Moved: Kat Carried: Donovan</i>
<b>6.</b>	<b>Principal's Report</b>	
	<p>The report was tabled and discussed.</p> <p>Key discussion notes are;</p> <ul style="list-style-type: none"> <li>• <b>WRN Notice</b> - we are still waiting for the MoE to fix these issues before our Building Warrant of Fitness can be updated</li> <li>• Values Review and Behaviour Matrix</li> </ul>	<i>That the report be received. Moved: Sarah Carried: Yoyo</i>
<b>7.</b>	<b>Board Workplan / Discussions (emergent)</b>	
	<p><b>Delivery of Policies</b></p> <ul style="list-style-type: none"> <li>• The Board has already reviewed the Term 3 policies - no issues raised.</li> </ul>	Nothing new to note.
<b>8.</b>	<b>Information / Risk</b>	
	<p>The Financial Report was approved - tabled and discussed.</p> <p>Property - See principals Report - tabled and discussed.</p> <p>The Health &amp; Safety Report was tabled and discussed.</p> <p>Personnel (in committee)</p> <p>Correspondence Register (in committee).</p>	<i>That the following reports/correspondence be received. Moved: Donovan Carried: Yoyo Moved: Rick Carried: Kat Moved: Donovan Carried: James</i>
<b>9.</b>	<b>In Committee</b>	
	<p><b><i>Motion: That the Board move In Committee and that the public be excluded from agenda items pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987. The reason being to discuss matters related to personnel and learners and the grounds is to protect the privacy of individuals.</i></b></p>	<i>Moved: Carried:</i>

	<p>The Board went into committee at 7:25pm The Board came out of committee at 7:48pm.</p>	
<b>10.</b>	<p><b>Additional Business</b></p> <ul style="list-style-type: none"> <li>• School Closure: The principal requested from the Board permission to close the school for the NZEI strike day scheduled to be held on <b>Thursday 23rd October (7am - 7pm)</b> as we do not have enough staff to offer safe supervision.</li> </ul> <p><b>The Board moves to accept the principals recommendation to close the school for one day, being Thursday 23rd October.</b></p> <p><b>New BoT Meeting Times</b></p> <ul style="list-style-type: none"> <li>- Moved to 6.00pm</li> <li>- Moved to Wednesdays</li> <li>- Next Meeting: Wednesday 29th October</li> </ul>	<i>Moved: Yoyo Carried: Sarah</i>
<b>11.</b>	<p><b>Discussions and Meeting Closure</b></p> <p>Confirmation of Actions</p> <ul style="list-style-type: none"> <li>• Board discussions (actions listed below)</li> <li>• Board resolutions for current meeting.</li> </ul> <p>Confirm date of next meeting</p> <ul style="list-style-type: none"> <li>• 2025 Board schedule</li> </ul>	

	<p>There being no other business, the meeting closed at 7:51pm with a karakia.</p>	
	<p>Next meeting: <b>29 October 2025 at 6:00pm</b></p>	

<p><b>Rick Gurnell</b> Presiding Member</p>	<p><b>Kim Collins</b> Board Secretary</p>
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