

CONFIRMED MINUTES

BOARD MEETING



At the **2026 3** on **4 May 2026** these minutes were **confirmed as presented**.

Name:	Mahurangi College
Date:	Monday, 23 March 2026
Time:	5:30 pm to 7:44 pm (NZDT)
Location:	Mahurangi College, Main Staff Room
Board Members:	Fleur Auber (Chair), Nicole Callender, Nyree Norrington, Rai-toka Tumoia, Tom Bartlett, Tony Giles, Kim McKergow
Attendees:	Carla Strachan
Apologies:	Mathew Raffills

1. Welcome and Karakia

1.1 Welcome

Fleur welcomed all to the meeting and the school karakia was said.

2. Faculty Updates

2.1 Technology Update

Welcome to Michael Stewart, who presented on Technology. He noted that he has been in department for 17 years. There have been lots of changes and modernisation, such as in Hospitality where training for barristas and catering has led to students working in the field. Currently embracing AI and teaching students how to use it.

Vision:

Technology subjects should be a first choice, rather than where the troubled students end.

There are high expectations of students and presentation of high quality; never standing still and trying to be cutting edge within a tight budget. Relationship with Rocketlab and Mahurangi Composite Joinery has been great.

Showcasing our students work while creating facilities that allow for student success.

Pretty good grades overall and credits - students perform well-above the decile average.

Michael outlined pressure points and requests from the department for the Board's consideration.

Michael left at 6:00pm.

3. Housekeeping

3.1 Wifi Details

3.2 Apologies

Matt has applied for leave.

3.3 Interests Register

3.4 Confirmation of Agenda

Confirmed.

4. Consent Agenda

4.1 Property Report



Property Report

Accepted

Decision Date: 23 Mar 2026

Outcome: Approved

The request for Board funding from reserves for a wheelchair ramp into Kauri House is dealt with under Decisions.

Tony's report stated that the property team is working hard to keep the school looking great and the new plants and stone ground cover is looking lovely. We often receive compliments about how great the school looks.

4.2 Policy



Policy Report

Thank you to Nyree for the huge amount of work she does.

Decision Date: 23 Mar 2026

Outcome: Approved

4.3 Correspondance

5. Decision Agenda

5.1 Confirm Minutes of Board Meeting

Board Meeting 9 Feb 2026, the minutes were confirmed as presented.



Minutes of 9 February 2026

Approved

Decision Date: 23 Mar 2026
Outcome: Approved

5.2 Financial Report



Financial Report 2025

Approved

Decision Date: 31 Mar 2026
Outcome: Approved



Budget 2026

Approved with \$35k error adjustment, so the new operating deficit is \$314k with cash inflow of \$114k. Our operating income is insufficient to cover depreciation, however we are still cash positive. It is a tight budget, so be aware that this deficit is not sustainable.

Tony noted that income from our International Students is the sole source of discretionary funds. The new director is very good, however already one student is unable to get here, due to the current Iran/Israel/US war. Caroline is off to Japan and Korea soon to market the school.

Decision Date: 23 Mar 2026
Outcome: Approved



Ramp for Kauri House \$14K

This will be funded from reserves. Normally the cost would be covered by MOE, however not in this case, as the Board owns Kauri House.

Decision Date: 23 Mar 2026
Outcome: Approved



Ramp for Kauri House

Add to Uncommitted Cash Reserves

Due Date: 31 Mar 2026
Owner: Carla Strachan



Approval of Payables, Payments, Manual Journals and Bank Reconciliations

Approved as follows:		
Nov 2025 month's creditors of \$478,108		
Dec 2025 month's creditors of \$518,557		
Jan 2026 month's creditors of \$696,181		
Payments for Nov 2025 totalling \$1,110,724		
Payments for Dec 2025 totalling \$1,085,856		
Payments for Jan 2026 totalling \$2,170,495		
Manual Journals for Nov 2025		
Manual Journals for Dec 2025		
Manual Journals for Jan 2026		
Bank reconciliation for the month ended 30 Nov 2025		
Bank reconciliation for the month ended 31 Dec 2025		
Bank reconciliation for the month ended 31 Jan 2026		

Decision Date: 23 Mar 2026

Outcome: Approved



Hoteo Camp potential overspend of \$30k added to Board Projects list from Uncommitted Reserves

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Due Date: 31 Mar 2026

Owner: Carla Strachan

5.3 Draft Annual Report



Draft Annual Report 2025

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Decision Date: 23 Mar 2026

Outcome: Approved



Delegated the Approval to Fleur Auber for signoff of Final Annual Report

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Decision Date: 23 Mar 2026

Outcome: Approved

5.4 Ratify Overnight Trips



Ratify Trips detailed below

Y13 ODE Tawharanui Surf - 17-19/03/2026

L2PE Leadership Shakespear Park: 25-26/03/2026

1st XV Rugby Tournament: Cambridge: 27-28/03/2026

Decision Date: 23 Mar 2026

Outcome: Approved

The trip forms for the Touch Trip to Australia require amendments before submission for approval. Nyree requested that Board members should state the date that they viewed the trip forms. Thank you to Nyree, Keith and Adele for improvements.

5.5 Principal Duties Delegation



Approve delegation of duties as Principal for Term 2 2026 to Jon Blyth

Tony Giles will be on sabbatical leave for Term 2. Keith and Simon will drop a class each in order to cover Jon's duties.

Decision Date: 23 Mar 2026

Outcome: Approved



Tony Sabbatical - PD in New York approved

Tony will share his programme.

Decision Date: 23 Mar 2026

Outcome: Approved

5.6 Strategic Plan

Tony thanked all for their contribution and ideas. He is very happy with both the Strategic and the Annual Plans.



Strategic Plan

Decision Date: 23 Mar 2026

Outcome: Approved

5.7 Annual Plan

Refer note for Strategic plan.



Approval of Annual Plan

Captures both new and continuing items from last year. Maths is ahead of target. Getting a balance of normal business and goals and consolidating, rather than jumping to something new.

Decision Date: 23 Mar 2026

Outcome: Approved

6. Discussion Agenda

6.1 Principal's Report

Pou to capture the school's history. Michael is keen to have the 6 houses represented.

Principal's Report was taken as read.

Academic - NCEA:

Classes are very settled and results are good, although there is a small percentage of unsettled students. Kauri House is great for those students.

Overall things are great and Level 2 results are very pleasing, which is a testament to really strong teaching, to Y7&8 teachers' work and credit to primary schools as well. Level 3 results are also pleasing. We compare very favourably to national results as well as schools like us. Heads of Faculty will drill down further to gauge where they are doing well as well as areas that are not, then working out why. We do not massage our results and do a good deal of externals. Fleur noted that they are fantastic results, which we can also market to internationals.

Bullying:

We are constantly monitoring student behaviour.

Attendance:

Attendance will take a hit, due to COVID and sickness. We are tracking on a par with 2025 in first 5 weeks, then sickness hit us hard.

Roll:

Tony was asked whether he could break down our roll into ethnicity. He responded that the roll includes 15% Maori (approximately 250 students) and 12% Pasifika (approximately 200 students).

Property:

Fleur & Tony attended an online Property meeting. We fall into next 22 schools for new build, however priority will be given to roll growth, not master planning. We may get some classrooms

with no other aspects covered. First pre-planning meeting is next week and Jon will also attend the meeting.

Standowns & Suspensions:

Vaping numbers are well down.

Other areas covered:

Monitoring Te Tiriti

Staff Shoutouts:

Gaynor Tahitahi (advocacy for funding for students in Learning Support)

Michael Winiana (Touch doing very well)

Daren King (providing great support as an excellent specialist classroom teacher)

Grounds Team (Ali, Damian and Feleti are keeping the school looking beautiful)

Brenda Howson (professionally supports so many staff in many areas, such as IT, marketing, magazine, social media)

6.2 Student Rep Report

Rai-toka received an email from our headgirl asking whether we can display Deputy Heads on the hall honours board as well as head prefects and Dux. We could consider displaying them somewhere else and will give it consideration. Tony will discuss with SLT.

Touch team to Australia and nationals - students are asking whether both will be approved. We are waiting for trip forms, but, in principle, approval for both could be granted.

A student has asked whether the girls can start wearing a tie with the blazer. Tony has not heard of this issue before, but we need more of a delegation, rather than one student's request. The current blouse style does not allow for a tie. Tony will discuss with senior students.

A Block toilets floor full of water, which is an issue for long skirts. The basins are very small, due to space constraints, so this may be water splashed onto the floor. There is no solution, so skirts must be lifted up to avoid the floor.

6.3 Correspondence

6.4 Action List from Previous Meeting

Due Date	Action Title	Owner(s)
30 May 2025	Invite Natalie Bothma Junior Council & fundraising for shade Status: Completed on 12 Feb 2026	Tony Giles
9 Sept 2025	Tony to approach Argyle to make longer skirts available for taller students Status: Completed on 12 Feb 2026	Tony Giles
20 Oct 2025	Funding & Communications Plan Status: In Progress	Kim McKergow
24 Oct 2025	Strategic Plan Status: Cancelled on 27 Apr 2026	Tony Giles
10 Dec 2025	Mike and Carla to catch up to work on Financials Status: Completed on 13 Feb 2026	Carla Strachan

Due Date	Action Title	Owner(s)
16 Feb 2026	Board to add comments/suggestions to Strategic Pln Status: Completed on 16 Feb 2026	Fleur Auber, Kim McKergow, Mathew Raffills, Nicole Callender, Nyree Norrington, Rai-toka Tumo, Tom Bartlett, Tony Giles
28 Feb 2026	Rai-toka and Tony to work on Google form re Bullying Status: Completed on 28 Feb 2026	Rai-toka Tumo, Tony Giles
23 Mar 2026	Amend the Trust Status: In Progress	Carla Strachan, Fleur Auber
23 Mar 2026	Clarify #5 Financial Authority Status: Completed on 17 Mar 2026	Fleur Auber
23 Mar 2026	Budget Holders to be advised of Financial Management requirements Status: Not Started	Carla Strachan
23 Mar 2026	Update ToR for Overnight Trips and H&S Status: In Progress	Fleur Auber
23 Mar 2026	Hoteo ToR to be discussed by Committee Status: In Progress	Kim McKergow
23 Mar 2026	Tony to pass on contact details to Fleur for training on Disciplinaries Status: Completed on 12 Feb 2026	Tony Giles
23 Mar 2026	Policy Review/Plan - Tony will investigate the overwhelming school specific check list Status: Completed on 12 Feb 2026	Tony Giles
23 Mar 2026	H&S and Wellbeing Status: Completed on 17 Mar 2026	Fleur Auber
23 Mar 2026	Board Workplan Status: Completed on 23 Mar 2026	Kim McKergow, Mathew Raffills, Nicole Callender, Nyree Norrington, Rai-toka Tumo, Tom Bartlett

7. Publicly Excluded Business

7.1 Move to "Public-Excluded" business due to privacy issues at 7:30 pm.

7.2 Student Matters

7.3 Staff Matters

7.4 Other Matters

7.5 Move out of "Public-Excluded Business at 7:44"

8. Close Meeting

8.1 Close the meeting

Next meeting: 2026 3 - 4 May 2026, 5:30 pm

Signature: _____

Date: _____