

CONFIRMED MINUTES

MEETING 5



At the **Meeting 6** on **14 May 2026** these minutes were **confirmed as presented**.

Name:	Pillans Point School
Date:	Thursday, 26 March 2026
Time:	5:00 pm to 6:49 pm (NZDT)
Location:	Pillans Point School - Staffroom, 101 Maxwells Road Otumoetai Tauranga
Board Members:	Paul Blatchford, Clay Fulcher, Jacqui-Ellen Price, James McAuley, Katie Pritchard, Sarah Goldsbury, Tahlia Charleson
Attendees:	Paula Brinsden, Jason Morgan, Sarah Warr
Apologies:	Monique Brooks (Chair)

1. Opening Meeting

1.1 Karakia

1.2 Interests Register

1.3 Confirm Minutes

Meeting 4 26 Feb 2026, the minutes were confirmed as presented.

Sarah G and James seconded.

1.4 Action Item List

2. Correspondence Received

3. Board Actions

3.1 Policy Review

Digital technology - could the agreement be visible to caregivers on website? Digital Strategy is currently being created as part of our annual plan and leadership responsibilities. JP to see if Digital Leaders have these agreements on their plan. Report back to board when we can expect the review to happen and/or an assurance of review within the year. Very subject to our digital strat plan.

Parent transport - where possible all children should be in the backseat, however, we will allow an additional child in the vehicle if the parent driving agrees to seat their own child in the front seat if they meet appropriate age/height restrictions. Motioned James, seconded Clay.

3.2 2026 School Board Workplan

Taken as noted. Wording change request School Board Workplan. Term 1 MoE data due week 3 or 4 of Term 2.

4. Management Reports

4.1 Finance Reports

Run down given on previous finance meeting.

4.2 Banking Staffing

Taken as read

5. Building & Property Updates

5.1 Property Summary

Hall proposed for June now. Additional issues have been raised with the Ministry.

Mathathon fundraising is doing really well!

6. Subcommittees

7. Decisions, Discussions & Sharing

7.1 SLT/Leadership Report

Taken as read.

Property questions asked, and talked through.

Noted about scootering down the middle of Andrew Place without helmets. Refer to policy. Other places mentioned: Milton Road, walking through alleyways and not on bikes.

7.2 Poutama Reo Action Plan review

Taken as read.

World view - continue

Board Te Reo Maori - remove this part

Board support - continue

Staff capability - (aware and providing action) continue but define properly

Status - continue

Expertise - continue

Self-review -

Signage - does this come under world view and our practice of including te reo in our communications

regular communication with iwi. - continue

Annotate examples of how the board honors these / (indicators of progress KP)

Take out number 3 as number 4 encompasses it. All except capacity.

Table for next board meeting.

7.3 Sponsorship

Updated the Board on our previous sponsorship journey.

Plan is to reconnect with prior sponsors and potential sponsors.

7.4 WBOPPA Study Tour

Taken as read and approved.

7.5 Incident Update & Review

Board debriefed on the incident and outcomes since the event and perceived impact on our students that may have witnessed it.

Strategised and reviewed policies related to the event, and determined that our current internal process followed published policy. Discussed how the scenario could have initiated a lockdown.

Reviewed communication given to the public and the detail therein.

Board satisfied with the process and outcomes from this review of the incident.

8. International

8.1 International Term 1 update

Taken as read.

9. Compliance Reporting

9.1 Term 1 School Board Assurances

Taken as read.

EEO Policy discussed - change wording to School Board.

10. Closing Karakia

10.1 Closing Karakia

11. Close Meeting

11.1 Close the meeting

Next meeting: Meeting 6 - 14 May 2026, 5:00 pm

Signature: _____

Date: _____