Board of Trustees Meeting Minutes
Wednesday 20th May 2026 from 7.00 pm to 7.05 pm and 8.21 pm to 8.56 pm

Present: Anna McLean (Acting Deputy Principal), Tara Israelson, (Maryann Robertson, Sadie Taylor (Student Representative), Sarah Sue, Rhiannon Jarvis, Lucy Bayliss (Staff Representative), Stacey Newlands (Presiding Member), Jo Dyer (minutes)

Online: Juliette George (Staff Representative), Rod Webster (Deputy Presiding Member), Allie Ganapathy (7:02pm), Jenny Jellicoe (7:20pm)

Apologies: Ava Szabo (Principal)

Hui commenced with a karakia.

Sarah Sue was formally welcomed in joining the Board as a Casual Vacancy due to Byron's resignation.

In-committee Meeting

In-committee Meeting from 7.05 pm to 8.14 pm

Motion: That the public be excluded from the following part/s of the proceedings of this meeting namely for agenda items under In-Committee. Minutes are kept in the PEB minute book.

Anna McLean was also excluded from the in-committee meeting due to a conflict of interest and left at 7.05 pm.

The meeting reopened at 8.21 pm.

Declaration of Interests

Sarah Sue is a member of the Trust.

Acceptance of Previous Minutes

There were no questions or comments.

Motion: The minutes of the last Board of Trustees' meeting held on Wednesday 18th March 2026 were accepted as a true and accurate record.

Moved by Maryann / Seconded by Rhiannon / Carried unanimously with no abstentions or nays.

Presiding Member Updates

Stacey acknowledged Anna McLean for taking on the role of Acting Principal whilst Ava is away.
Stacey attended an NZSBA (GovHub) seminar recently. She recommends other Board members to attend relevant sessions when/ if you can.
Here is a link to the website if you are interested
https://www.nzstaresourcecentre.org.nz/learningeventsresources/?aId=ka0RF000000FEqfYAG

Correspondence

- Board Casual Vacancy Letter
- Email from Hilary Asquith acknowledging the Board to attend Congress

Tumuaki/Principal's Report – Maramarua (February) 2026

Anna presented the Principal's report which has a focus on the Annual Plan and updates for Term 1. The ERO School Improvement Framework identified the requirement to improve our evaluation techniques as a next step. Anna noted that after the Annual Plan Term 1 updates were completed by SLT, the information entered was given an evaluative summary to guide the Board on what has been happening.

Goal 1: To support each child/ākonga's progress and achievement against the NZ Curriculum and Te Whāriki

For the Term 1 update, each sector of the school is reporting on how the Attendance goals have been implemented as mandated by MoE directives.

Goal 2: To ensure we build, develop and practice an authentic Montessori programme and approach throughout the school aligned with MJ2EX and the Wā Ora Montessori essential elements.

2026, Term 1 Annual Plan Update.

Goal 3: To establish, maintain and improve equitable learning outcomes as Tiriti partners, recognising the importance of partnership with Māori in education.

2026, Term 1 Annual Plan Update.

ERO Visit

The ERO report has subsequently been received. Ava had discussions with Mary Ely regarding the ERO comments in relation to the UE achievement being a small majority. Helpful information is that the cohort is 13 ākonga, whereby 8 wanted to achieve UE and 3 did not, therefore these smaller numbers have a major impact on the percentages.

Roll

Roll projection for the end of Term 3 is 256 for Area School and 91 for Preschool.

Personnel

Subsequently hired 3 staff members. The PE teacher position is still vacant. Currently advertising for a Wellbeing Coordinator (High School) and an Assistant Teacher in Tawhai. Robyn, Lucy, Lottie and Tanya are all completing Montessori training either online or overseas.

Health and Safety

1 head injury – Primary ākonga before school.

1 staff member had a significant fall before school.

Questions

Stacey acknowledged that the style of the report is really clear to read. It was also noted that a small amount of movement really affects attendance percentages e.g. Yr13 is a small cohort.

Motion: The Principal's Report be accepted.

Moved by Lucy / Seconded by Tara/ Carried unanimously with no abstentions or nays.

EOTC - Waiwhetu Marae / Choir

Waiwhetu Marae – Sianne is leading the rōpū for Kawakawa to perform in Huttfest and looking to do a Noho Marae.
Stacey questioned if anyone else is present at the Marae at the same time? It was noted by Tara that is a community Marae so people come and go. The ākonga attending the marae are under our care as per processes when attending Odyssey to minimise risks if other people are present on the marae. The Board could also look to overnight trips such as Kaitoke as examples.

There are two other EOTC proposals for choir. Michael Stebbings has two opportunities for the choir after the Big Sing if they are successful in making it through. The proposal forms will be sent out to the Board in between this hui and the next as we won't know if they are successful until after the Big Sing. Proposals will be sent via email, so please respond accordingly in a timely manner.

Happy to proceed with the next level of paperwork.

Motion: The proposal for the Waiwhetu Marae trip be accepted and the paperwork to follow for the proposed Choir trips.

Moved by Stacey / Seconded by Rhiannon / Carried unanimously with no abstentions or nays.

School Docs Policy Review

Anna and Stacey have met as the sub-committee and there is no requirement for any amendments. The biggest changes are relevant to the Privacy Policies and the new obligations relating to gaining personal information from a third party. This could involve working with specialist providers, however this information being used usually has prior knowledge and permission from all parties involved. There is also the requirement to advise people what information will be collected for and how it will be used.

The other policy was swimming offsite. It was noted that all of our EOTC responsibilities are up to date and there are no concerns.

BoT Financial Updates

Currently the financial reports are being outsourced to Schooled whist Hayley is away on maternity leave. It was noted that there are no major concerns on variations.

Motion: That the March/April Board financials are accepted.

Moved by Rhiannon; Seconded by Maryann; All in favour motion carried.

Updating Delegations / Subcommittees

Any changes for delegations and subcommittees was made and they will be available in final form on the agenda of the next hui.

Administration

No administration items.

Other Business

No other business.

Agenda for next meeting

- Science Report
- Select Retunring Officer for Staff and Student Elections
- Set Election Dates

The meeting closed at 8.56 pm.

The next Board meeting is scheduled for Wednesday 17th June at 6.45pm in the Tāwari classroom at the High School.

Closing Karakia

Te whakaeatanga e, te whakaeatanga e
Tēnei te kaupapa ka ea, tēnei te wānanga ka ea
Te mauri o te kaupapa ka whakamoea, Te mauri o te wānanga ka whakamoea
koa ki runga, koa ki raro
Haumi e, Hui e, Tāiki e

It is completed, it is done, we have achieved our purpose, completed our forum, let the purpose of our gathering rest for now, let the vitality of our discussions replenish, we depart with fulfilled hearts & minds, bonded in our common goal & unity
Written by Scotty Morrison

Signed Presiding Member, Wā Ora Montessori School

Date 17/6/26

Action	Personnel	Due
Further documentation to follow and responded to via email regarding the proposed Choir trip	All Board members	When paperwork is emailed before the next hui , Wednesday 17th June
Update the delegations and subcommittees documents	Jo	Before the next meeting, Wednesday 17th June

2026 Council/BOT Meetings

7.00pm at Wā Ora Montessori School – Tāwari Classroom

January – No meeting

Wednesday 18 February 2026 (Week 3, Term 1)

Wednesday 18 March 2026 (Week 7, Term 1)

April – No meeting

Wednesday 20 May 2026 (Week 5, Term 2)

Wednesday 17 June 2026 (Week 9, Term 2)

July-No meeting

Wednesday 19 August 2026 (Week 5, Term 3)

Wednesday 16 September 2026 (Week 9, Term 3)

Wednesday 21 October 2026 (Week 2, Term 4)

Wednesday 18 November 2026 (Week 6, Term 4)