Proprietors Meeting Minutes
Monday 18th March 2026 from 8.50 pm to 9.45 pm

Present: Lucy Bayliss (staff representative), Tara Israelson, Ava Szabo (Principal), Stacey Newlands (Deputy Presiding Member), Byron Lynds (Presiding Member), Sadie Taylor (Student Representative), Maryann Robertson, Rhiannon Jarvis, Rod Webster (Online), Jenny Jellicoe (Online), Juliette George (staff representative)

Apologies: Allie Ganapathy, Jo Dyer

Guest: Sarah Sue (school parent)

Declaration of Interests

Rhiannon has a conflict of interest for property maintenance projects regarding plumbing and drainage.

Acceptance of Previous Minutes

There were no questions or comments.

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

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

Property Committee Updates

5 Year Capital Development Plan - Sadie questioned if there is a chance the High School can get better basketball hoops put up as it is not on the list. Only bigger projects are on the list, so this can still be looked at.

The Admin Block project would involve a lot of moving staff around i.e. playgroup, Nikau akomonga - this is a 10 year timeframe.

Focus at this stage is the Primary playground and High School field.

ECE Changes

The early learning sector has new licensing criteria which are effective from the 20th of April, 2026. It has made significant work in the policy space because all of the licensing criteria are renumbered, which means that every policy has to be updated. Some key changes include the way categories of medication are recorded and removing the requirement to sign for sunblock, so new forms will need to be used. EOTC requirements have also changed for Preschool. The current one is quite aligned with the Area School forms, however now more information will be required in terms of permissions and what is required for specific types of excursions. Lucy will bring the new policies to the Council in stages with the most important policies first. There may be some further adjustments as requirements are being finalised. At present, all of the policies are up-to-date and ready for the 20th April, 2026 deadline.

Lucy will update the app in due course so parents are able to access and search for Preschool policies. It will also include the SASS forms that need to be completed for excursions so that parents have the ability to see them and have conversations with kaiako where necessary.

Council Financials

The draft audits are being completed now and are due on the 31st March, 2026 with the completed accounts to be published online by 31st May, 2026. In previous years they have not been prepared on time by the auditors, however this year deadlines should be met. We have engaged with Schooled to prepare the financial statements whilst Hayley is on maternity leave and we are just ironing out a few early issues, but it seems to be working well.

Payroll Consult are taking care of the Preschool payroll whilst Hayley is away.

Motion: That the February Board financials are accepted.

Moved by Lucy; Seconded by Ava; All in favour motion carried.

Delegations and Sub-Committees:

Delegations and subcommittees to be updated.

Administration

Correspondence

No recent Council correspondence.

Other Business

AGM set for Wednesday 10 June.

Sarah Sue left the hui.

Agenda items for the next meeting

- Agenda items will be sent out before the next meeting.

In-committee Meeting

In-committee Meeting from 9.45 pm to 10.00 pm

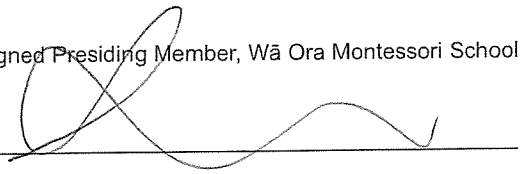
Motion: That the public be excluded from the following part/s of the proceedings of this meeting namely for agenda items under In-Committee. Minutes are kept in the PEB minute book.

The meeting reopened at 10.00 pm.

The meeting closed at 10.01 pm

The next Proprietors' meeting is scheduled for Wednesday 20th May 2026 in the Tāwari classroom at the High School.

Signed Presiding Member, Wā Ora Montessori School



Date 20/5/26

Action	Personnel	Due

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)