Board of Trustees Meeting Minutes
Wednesday 19th August 2026 from 7.07 pm to 7.10 pm and 8.17 pm to 9.12 pm

Present: Lucy Bayliss (staff representative), Rhiannon Jarvis, Maryann Robertson, Jenny Jellicoe, Ava Szabo (Principal), Stacey Newlands (Presiding Member), Jo Dyer (minutes).

Online: Sarah Sue, Allie Ganapathy (left 8.00pm), Rod Webster (Deputy Presiding Member) (arrived 7.12pm),

Apologies: Sadie Taylor (Student Representative), Juliette George (staff representative), Tara Israelson.

In-committee Meeting

In-committee Meeting from 7.10 pm to 8.07 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.

Declaration of Interests

Sarah Sue is a member of the Trust.

Acceptance of Previous Minutes

A comment made by Rhiannon relating to the financial report was to be edited.

Motion: The minutes of the last Board of Trustees' meeting held on Wednesday 17th June 2026 with the above amendment were accepted as a true and accurate record.

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

Presiding Member Updates

Nothing to discuss.

Correspondence

- Staff request for leave – cover will be provided. This leave will be discretionary leave and may be shorter than the 2 terms originally requested. Noted that the date on the letter should have been 20th July 2026.

Motion: That the staff member request for leave be approved.

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

- Year 10 overnight proposal (further information to follow). Question raised regarding the ākonga/kaiako ratio – these will be stated in the documents.
- GovHub resources and workshops information sent via email – highly recommended that members attend.

Tumuaki/Principal's Report – Ākuhata (August) 2026

Ava presented the Principal's report which has a focus on Annual Plan in relation to each Goal and an evaluation on the impact of learning, education etc. The Annual Plan is a living document and updates are made regularly by SLT. There are 3 main goals – Curriculum, Authenticity and Te Tiriti with the focus for 2026 being Curriculum.

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

Strategic Goal Focus
- Area School – promote academic excellence to support student's achievement as lifelong learners
- Measure progress and communicate this clearly to the students and parent/caregivers

Annual Goals
- Attendance (STAR documentation for Area School, monitor concerns in Preschool – especially for 5yr olds)
- Implement mandated curriculum changes for Yr1-8
- Integration of Reading and Writing for Yr1-10
- College – support the attainment of increased levels of Merit and Excellence grades
- Monitor progress of Yr11 to ensure success of two-year Level 2 programme
- Continue to engage with whānau in how we communicate ākonga progress

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.

Strategic Goal Focus
- Montessori learning environments are structured and offer multiple learning opportunities (indoors and outdoors)
- Build a shared understanding of Montessori proactive and approach

Annual Goals
- Optimise learning opportunities beyond the akomanga across all sectors
- Balance freedom with responsibility
- Opportunities to upskill staff on Montessori materials through regular PLG hui

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

Strategic Goal Focus
- Develop and apply a bicultural approach by normalising Te reo Māori inside and outside the classrooms.
- Ensure staff have training and ongoing development opportunities to be confident in understanding and teaching Te Ao Māori

Annual Goals
- Provide opportunities for staff to engage in learning to enhance understanding
- Engage with local iwi
- Provide EOTC opportunities that connect with Te Ao Māori and significant calendar events

MoE Updates

Ava noted that there have been changes to school planning and reporting, however we are currently meeting all necessary requirements. When we are reporting to parents, we are using the new descriptors as of Term 2 reports. Attendance is being reported on via the STAR requirements.
There will need to be changes made to the Strategic Plan to cover attendance and achievement.
ERO are now managing ECE regulatory functions.

Roll

Extras have been added that will be starting in 2027 – there are big numbers for Kawakawa in 2027, however the environment is sustainable. There is growth for Tawari also.
The Preschool roll is lower than we would have hoped, we are really requiring boys as they are low across most cohorts.

Personnel

Welcome the following staff members – Benjamin Johnson (Outdoor Co-ordinator Primary); Willow Knight (Assistant Teacher Tawhai); Amelia Weishaar (support teacher in Tawhai); Lauren Beckingsale (support teacher in Tōtara).

Health and Safety

No injuries to report.

Questions

Confirmation that merit and excellence will not be used anymore and the present Government is wanting to move back to a grading system e.g. A, B, C, D, E etc. It was noted that this may become quite restrictive in the High School in terms of our Philosophy and meeting our Special Character requirements.

In relation to Goal 2, updating the classroom material is quite expensive, however we are consistently updating where necessary over time.

Motion: The Principal's Report be accepted.

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

Interim Report on Reading, Writing and Maths

It was noted that the report document sent was the wrong version, therefore this will be added to the agenda and presented at the next hui.

School Docs Policy Review

Stacey and Ava have not had the opportunity to meet so will update at the next hui. It was also noted that the sub-committee details have

BoT Financial Updates

Sarah noted that she has some questions for Hayley when she is available to meet for further discussions. It was noted that spend is over what has been budgeted i.e. staff development, water, heating, maintenance costs – there are lots of variances.
The office staff budget is lower due to Hayley being on maternity leave.
Payments to suppliers should be negative, not positive – Sarah will engage with Schooled to see if they are able to answer some questions she has.
It was noted that a donation request is usually made to the Trust, however this has not occurred yet. Ava will discuss further with Hayley to find the template letter.

Motion: That the June/July Board financials are accepted.

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

Strategic Plan

The Strategic Plan is owned by the Board, however the Board works together with the SLT and the school community for consultation. The current Strategic Plan is up for renewal for 2027 and will run for 2 years and then will be back to the usual 3-year cycle. Surveys can be used to consult with the school community to provide input/feedback, which may be a better option than a focus group and hui as there is little time for planning.
Ava shared some example questions that could be used for gaining community feedback and then a focus group could be put together.
Ava noted that the 2027 Strategic Plan will need to be available to SLT staff by January 2027 so they are able to use this as direction for the Annual Plan.

Administration

Review donations is on the self-review cycle and will need to be discussed – Ava noted she will bring further information to the next hui.

Other Business

Jo Dyer was elected as Returning Officer for the upcoming Staff and Student Board elections to be held in September.

Agenda for next meeting

- Interim report on Reading, Writing, Maths
- Maths (Interim Focus) Report
- Strategic Plan
- Review Donations
- School Docs Policies - Privacy 3A changes.

The meeting closed at 9.12 pm.

The next Board meeting is scheduled for Monday 21st September at 7.00pm 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 21/9/26

Action	Personnel	Due
Interim report on Reading, Writing and Maths to be presented at the next hui	Ava Szabo	Next hui Monday 21st September
Jo to update the sub-committee list on the agenda to the School Docs Reviews (Stacey/Ava)	Jo Dyer	Before the next hui Monday 21st September
Sarah to engage with Schooled to answer questions relating to the Financial reports	Sarah Sue	Before the next hui Monday 21st September
Ava to get template letter for Trust Donation request	Ava Szabo/Hayley Luan	Before the next hui Monday 21st September

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) – rescheduled to Monday 21st September, 2026

Wednesday 21 October 2026 (Week 2, Term 4)

Wednesday 18 November 2026 (Week 6, Term 4)