Proprietors Meeting Minutes
Wednesday 19th August 2026 from 7.40 pm to 8.07 pm and 9.13pm pm to 9.38 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 7.40 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.

The meeting reopened at 9.13 pm.

Declaration of Interests

Sarah Sue is a member of the Trust.

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

Acceptance of Previous Minutes

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

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

Property Committee Updates

The Property Committee did not meet as scheduled and the next hui is scheduled for September. Phil provided an email with an update on progress over the previous term and further information is below:

Completed:

- Primary deck with gutter leaf protectors installed and downpipes connected to storm water.
- Additional handrail added to the deck near the PE shed
- Drainage to Primary School field complete - field now open. - topsoil will take time to bed in with new grass seed to feel the full effect of the drainage and the storm water sump will need to be regularly checked for any blockages.
- Football posts installed to the Primary School field
- High School meditation area concreted and tables/chairs installed
- High school carpark

In Progress:

- Building consent for High School field fence
- Quote requested from Taylor Fencing for High School field fence
- Discuss retaining wall / stair access to High School field

Council Financials

Sarah to ask Schooled for a cash flow forecast for the Preschool accounts.
In relation to the process for requesting Trust funding, Sarah has been unable to meet with the other Trust members as yet. They would like some clarity around the process. Ava noted that the Trust request has been accounted for in the budget and a resolution needs to be minuted. Ava will ask Hayley for the letter template and will forward to the Trust members.

Questions
Similar questions to the Board financials were raised. Sarah and Lucy will meet to discuss further.

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

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

Administration

Correspondence

The correspondence was noted.

Other Business

Incorporated Society Tax – After conversations with BDO, it was found that the basis for not paying tax is not clear, as we are not a Charitable Trust or registered as a charity. Ava has been attempting to find out further information and we now have a tax consultant for assistance in this space. This is not an uncommon situation for schools and Ava is waiting on further information from the tax consultant.

Agenda items for the next meeting

- Update on Incorporated Society
- ECE reporting update
- Privacy Act changes

The meeting closed at 9.38 pm

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

The next Proprietors' meeting is scheduled for Wednesday 19th August 2026 in the Tāwari classroom at the High School.

Signed Presiding Member, Wā Ora Montessori School

Date 21/8/26

Action	Personnel	Due
Ava to ask Hayley for the letter template used to request funding from the Trust	Ava/Hayley	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)