

**THORNDON SCHOOL BOARD OF TRUSTEES  
MINUTES OF MEETING  
19 FEBRUARY 2025 AT 5.30 PM IN THE STAFFROOM**

**In Attendance**

Natalie Renney (Presiding Member)  
Etuale Togia (Principal)  
Leah Reid (Staff Representative)  
Melleny Black  
Chevelle Ataera  
Murray Fox (online)  
Toby Barach  
Dorothy Burke from Manaiakalani

Natalie opened the meeting with a karakia.

Etuale welcomed Dorothy. She's a key driver of the Manaiakalani programme. She has flown in from Auckland.

Introductions.

Dorothy has been part of the programme from the beginning (2006).

Focus on academic achievement.

Effective teaching practice could not move on, needed to acknowledge that our students are living in a digital world.

120 schools around the country from Years 1-13.

We appear to align with the programme values.

Potentially support and partner with us as we are living in a digital world.

Deliver the programme as a hybrid mix.

Questions and answers, followed by discussion.

Etuale thanked Dorothy for coming along to share.

Etuale explained that the decision sits with the board.

Fusion – audit report.

Cyber safety – Etuale feels we are vulnerable.

Maximising use of our spaces.

Have other options been investigated?

Chevelle is happy to have a chat with Murray offline, around options, and will report back to Natalie and Etuale.

Generally supportive to continue.

Staff are hungry for support and digital.

**Declarations of Interest**

Nil.

**Correspondence**

Nil.

### **Minutes of Previous Meetings**

The minutes of the 30 October 2024 and 6 December 2024 meetings were confirmed as being true and accurate records.

*Moved: Leah Reid  
Seconded: Chevelle Ataera  
Carried: Unanimously*

### **In Person Meetings**

Natalie requested that future board meetings be in person in weeks three and eight of each term.

All were in agreement.

### **Action Points:**

Leah to investigate the digital files.

Natalie has still to do the delegations.

### **Principal's Report**

Taken as read.

Etuale explained how his report works.

Chevelle will continue to drop policies into the folder.

Pit falls in cyber safety form.

Suspension – MoE have classified it invalid. Etuale to contact the Ministry. The child is back at school, and is doing well with the programme. Issue resolved.

Etuale is trying to be as accessible as possible to people.

Whanau have been grateful to already have had the opportunity to speak with Etuale.

Etuale spoke to his report.

Focus on culture and vision in classrooms.

Strategic Plan – how student voices are being heard.

Keen to explore culturally safe.

Music programme up and running.

Kapa haka – on hold.

Principal Appraisal – two options – local or national.

Etuale's development is key to our school's success.

**Resolution:** *"The Board agreed to appoint a national appraiser to perform the Principals Appraisal."*

*Moved: Natalie Renney  
Seconded: Leah Reid  
Carried: Unanimously*

### **Property**

Progress with fencing. Looking to move to next step. Ministry of Education have released the funds.

Status of the Noddy House. Natalie has spoken to Ministry of Education staff and there is no reason why we can't use the facility. Etuale has asked an architect to come and have a look at it.

### **Code Camp**

Contract for long term use of facility space in Kereru. Have negotiated a payment of 6% per student per month and a \$500.00 bond.

### **Asset Management**

No up to date register.

### **Personnel**

JE – resigned to travel.

IB – planning to travel.

Hire fixed term until the end of the year.

JH has put her hand up to be Team Leader in Kereru.

### **Leadership Team**

Culture, how do we work, what does success look like?

Providing a foundation to be able to work from.

### **Finance**

\$36,000 deficit – not alarming.

Will meet with accounting firm before we approve the budget.

### **Fixed Term Units**

There was a motion to approve the following as fixed term units.

Physical Education

Sustainability

Relationships for Learning

Environment

Numeracy

Literacy

Digital Technology.

**Recommendation:** *“The Board approved the seven areas, as above, to be attached as fixed term units available for staff for 2025.”*

*Moved: Natalie Renney*

*Seconded: Leah Reid*

*Carried: Unanimously*

### **Enrolment Scheme**

A total of twenty out of zone spaces were identified at various year levels. There was a motion to be able to fill these spaces. This would be advertised via the school website.

**Recommendation:** *“The Board approved to adopt twenty out of zone places for 2025.”*

*Moved: Melleny Black*

*Seconded: Chevelle Ataera*

*Carried: Unanimously*

### **Thorndon Fair**

Could we have a staff member responsible for this.  
It is a showcase for our school.  
Authentic connection.

### **International Students**

Two students currently.  
Time to reassess our charges.  
Explore and bring information to next meeting.

Structured numeracy – curriculum days/teacher only days.  
We are able to take our teacher only days. The ones that were cancelled have now been reinstated.

### **Artificial Turf**

Local coach would support us to convert the field into artificial turf. After discussion it was decided that this deserved community consultation. Natalie and Chevelle to proceed with this.

### **Kahui Ako – Community of Learning**

We have received an invitation to join. This would benefit us with structured literacy and structured numeracy. We could also acquire funding.

**Recommendation:** *“The Board agreed that we should move to the next stage to develop a memorandum of understanding and find out what membership would cost.”*

*Moved: Natalie Renney  
Seconded: Chevelle Ataera  
Carried: Unanimously*

### **Board Vacancies**

Sub-committee to investigate.

### **Fundraising Sub-Committee**

Melleny – clarifying roles and responsibilities.

- Community engagement if we want to do more fundraising.
- How do we create diverse streams?

Leah – involved with fair and fundraising situations.

- layers or levels.
- presented information via a table which she spoke to.

If we co-opt parents, it could be someone who could take up this fundraising position.

Chevelle could support someone to write grant applications.

What would we be fundraising for?

Etuale does not want to take anything away from anyone with regard to fundraising, but he needs the Board in a governance role. He has spoken to parents who have made noises about a PTA type system.

Consultation to community.

Item for next meeting to discuss. What is the legacy for our fundraising.

Etuale to contact other schools who have PTA's to find out how they operate.

Melleny tabled a paper dated 23 October 2024 on sustainable funding and support for Thorndon School.

**Finance**

Taken as read.

Etuale and Melleny to meet with Education Services.

Deficit much larger than expected. \$288,000. Need to understand this. This impacts on our financial sustainability.

Budget decisions possibly were not being updated with Education Services.

Work through audit over the coming months.

Etuale cannot comment on last years practices.

**Meeting Closed with a karakia: 8.41 pm**

**Date for Next Meeting: 26 March 2025**

**Signed:**

PP

  
Natalie Renney  
Presiding Member

**Date:**

14/5/25

**Action Points:**

<b>Action</b>	<b>Assigned to</b>	<b>Date Opened</b>	<b>Date Completed</b>
Investigation of digital files of school logos.	Leah	4.12.24	12.3.25
Check attendance updates	Natalie	4.12.24	
Delegations	Natalie	19.2.25	
Discuss IT/digital options and report back to Natalie and Etuale.	Chevelle and Murray	19.2.25	Ongoing
International students. Explore what other schools charge.	Etuale	19.2.25	26.3
Community consultation on artificial turf.	Natalie and Chevelle	19.2.25	
Investigate how PTA's operate.	Etuale	19.2.25	26.3