THORNDON SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING
6 MAY 2026 AT 5.30 PM IN THE STAFFROOM

In Attendance

Etuale Togia (Principal)
Leah Reid (Staff Representative)
Murray Fox
Brendan Eckert
Namali Suraweera
Dong Phung

The meeting started with a karakia.

Apologies

Simina Toimata

Correspondence

Late edition regarding COLA.
MOE regarding zoning – generic letter.
NZSBA elections.

Minutes of Previous Meeting

The minutes of the 25 March 2026 meeting were confirmed as being a true and accurate record.

Moved: Murray Fox
Seconded: Leah Reid
Carried: Unanimously

Action Points:

Strategic Plan – published.
Ask Ruruku about Kimi Ora Field. Lot to investigate – put on hold.
Requires drainage – grant applications required. Definitely need grants for the artificial turf.

Significant Items

Nil.

Principal's Report

- Taken as read.
- Numbers look good – will jump up in Tui team.
- Staffing and roll.
- Numbers are starting to creep up. Looking to do a roll review due to Tui numbers increasing. Plan would be to employ another teacher in a fixed term roll. Discussion followed.

Strategic Review

Goal: Manaakitanga

1.1 Foster Professional Capability and Collective Capacity
- Appraisal (Professional Growth Cycle for teachers and principal)
- Community workshops – online.

1.2 Connecting with Local Iwi
- Etuale connected with mana whenua – all day meeting.
- They are there to support from a Maori lens.

1.3 Equitable Resource Allocation
- Teachers – changing practice to suit.
- Student achievement.
- How do we look after our team/staff?
- If there is a need in the team, take action. Board is here to support.

Goal: Maia

2.1 - Monday, Teacher Only Day – maths team (accelerate learning).
- Leah provides Learning Support.

2.2 Knowledge Building
- Culture in class – relationships – wellbeing of child.
- Relationships – mana of the child.
- Design a programme that helps the child learn.
- Develop a curriculum that works.

2.3 Around our Prudent Programmes
- Music Programme
- Mandarin Learning Programme
- Gateway Programme with Wellington Girls' College
- Student teachers visiting.

Regular Review

Assurances
- Safety checking and police vetting.
- Teaching staff – know our code our standards.
- Performance management – appraisal system is timely.
- Appointment policy – everything we do for appointments.
- Staff conduct – our code our standards.
- Professional development – provide PD for each of our teachers.
- Employment policy – links into EEO.
- Equal Employment Opportunities – ensuring there is a purpose and rational behind it.

Policy

EOTC – Enriching local curriculum – MOE resource.
- "Bringing the Curriculum Alive" document.
- Board needs to understand what are low risks and medium to high risks.
- Camps, anything overnight or near water/river/ocean needs Board approval.

Discussion on how Kelly Club works. Vendor assessment to manage risks.

Consultation
Report to go out to community around annual report.
Including student achievement progress.
Compliance document – analysis of variance.

Property
Noddy House – gone. Provide something to go into the space. Ask for student voice.
Fencing – ongoing. 90% completed. Happy with image at the front.
COLA – been refined. By taking the stage away and putting up barriers, reduces consent from Council. Trying to tie it into a holiday break.
Hall – what are the priorities: floors, windows, heating, lighting?

Motion: *"The Board agreed to explore what remedial work would be required in the hall for it's upkeep, especially in light of the school's 175th Jubilee next year."*
Moved: Murray Fox
Seconded: Etuale Togia
Carried: Unanimously

Digital Tech Plan
Infrastructure completed. Classes coped with having no services for two days.

Kea and Kereru Spaces
The current issue is that due to having 170 students between the two spaces the noise crashes at the back. This impacts on the students where noise is a trigger for them and they cannot distract themselves. Etuale would like to explore the possibility of installing a partition wall. There may be some funding from the Ministry.

Motion: *"The Board agreed to explore the idea of creating a partition wall between Kea and Kereru."*
Moved: Murray Fox
Seconded: Namali Suraweera
Carried: Unanimously

Special Programmes
Fair committee
- Want to develop a charter to have delegations in place.
- Would like to tighten up processes.
- Feel there is a lot of risk.
- Agree that control is currently held by one person.

International Programme
Going well.

ESOL Programme
Doing well.

Wellington as a Destination
Our international students are enjoying trips outside of school.
Self review process is based on the pastoral care code.
This aligns us to the international code.
Have updated the process regarding homestays.

Finance
Governance report – taken as read.
- Looks healthy.
- Closure of sandpit – cannot be retrospectively tagged. Will push the deficit up.

Personnel
Taken as read.
Staff voice from last term.
Student engagement is good.
Areas for growth – reporting structures.
Class culture, routines.
Technology launch.
Grateful for trackers. Thanks to Leah and Tim. It is working well.
English support is going well.

Health and Safety
Approval from MOE.

Enrolment Scheme
Have places at Years 3 and 6.

Government Initiatives
Structured numeracy.
Kelly Club operating.
Four curriculum days and one assessment day.
A date for the fifth day is yet to be decided. A suggestion would be to have a teacher only day on the Friday before Labour Weekend. This would be a day to look at assessment acceleration. Will motion this at the next meeting.

Local Initiatives
Working on the 175th Jubilee.
Hall needs to be a main feature.
Kea Camp in Term 4.

Board Compliances
Etuale is answering on behalf of the Board.

General Business
Nil.

Meeting Closed with a karakia: 7.47 pm

Date for Next Meeting: 10 June 2026

Signed: _____ **Date:** 10. 6. 26

Murray Fox
Presiding Member

Action Points:

Action	Assigned to	Date Opened	Date Completed
Ask Ruruku about Kimi Ora Field. Lot to investigate – put on hold. Requires drainage – grant applications required. Definitely need grants for the artificial turf.	Etuale	18.2.2026	6.5.2026
Explore what work would need to be completed in the hall for it's upkeep.	Etuale	6.5.2026	2.6.26
Motion the fifth teacher only day for the Friday before Labour Weekend.	Etuale	6.5.2026	