THORNDON SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING
25 MARCH 2026 AT 5.30 PM IN THE STAFFROOM

In Attendance
Etuale Togia (Principal)
Leah Reid (Staff Representative)
Murray Fox
Brendan Eckert
Dong Phung

The meeting started with a karakia.

Apologies
Namali Suraweera

Correspondence
Team Leader resignation.

5.39 pm – Simina Toimata arrived.

Minutes of Previous Meeting
The minutes of the 18 February 2026 meeting were confirmed as being a true and accurate record.

Moved: Leah Reid
Seconded: Murray Fox
Carried: Unanimously

Action Points:
Website – completed.
Target numbers – completed.
Indicators – completed.
Ruruku - pending.

Significant Items
5.44 pm – Meeting moved into Committee.

5.59 pm – Meeting moved out of Committee.

Principal's Report
- Taken as read.
- Numbers look good – will jump up in Tui team.
- 14.66 = staffing.
- Kea numbers have come down a little bit.
- Attendance is good. Our community is good at completing the leave forms.
- International programme – starting to pick up. Can use the money from the Internationals to fund the programme.
- Applied to interim response fund for extra help in Kereru.

- Resource code – keep an eye on Tui as their numbers should grow in Term 3.
- Factors to consider: sickness, PLD, roll growth.
- Job share teachers – currently two in Tui, Kereru and Kea.

Strategic Review
Goal: Manaakitanga
1.1 Being culturally responsive.
1.2 Working with google sites.
1.3 Mapped out assurances against job descriptions. Mapping a pathway to being principal at our school.

Goal: Maia
2.1 Priority learners – Maori or achieving a year or lower. Etuale will host workshops with our community. Moving from the notion of homework to having things online with trackers for parents to see.
2.2 Professional learning provided for staff.
2.3 Sustain quality programmes. Special character programmes eg. Music, mandarin. Gateway programme in conjunction with Wellington Girls' College. Mandarin Language programme is a wonderful experience for the children.

Policy
Digital Technology and Online Safety
- our procedures align with what has been taught in weeks 1-4.
- processes for breaches.
- access to relevant resources.

Cell phones and Personal Digital Devices
- clear cut policy.
- BYOD – defining what is a device.
- cell phones are not BYOD.
- laptops or chromebooks are acceptable.

Assurances
Assuring, that as a board, they are being carried out.

Consultation
Health and PE are in draft form at the moment.

Property
5YA – most current. Updated based on our priorities. $453,000 committed to covered outdoor area. Rest of the money has been spent on fencing.

Special Programmes
Fair committee have met. Processes are being refined.

International Programme
Immigration – accredited.
Migrant teachers.
International programme – brochure created.

Mentoring programme – pathways for student teachers to come through.
Practices in our collaborative Spending time in an ILE (collaborative space).

Finance
Governance report – taken as read.
- Financially tracking really well.
- Draft audit looks good.
- Available funds moving up.
- Should be able to commit some money to the hall.

Asset Management
52 chromebooks have arrived.
24 chromebooks to arrive within a week.
Storage cupboards are being investigated.

Health and Safety
Concussion after a fall.

Evacuation Practice
Monday morning (30 March).

Student Voice and Variances from 2025
Student voice shared.

Variances
The Ministry of Education have redefined assessments.
This data looks at three different points of where a student should be.

7.02 pm – Simina left the meeting.

Of concern:
- Year 1's have a different starting point.
- Year 3 & 4's, once the programme is up and running, everything should work smoothly.

Ensuring we have the equipment needed.
Have employed a teacher aide for Kea.

Government Initiatives
4 and 11 May – Professional Development.

Local Initiatives
Local iwi connection.
Kahui ako – meeting next year to connect with local colleges.
Pasifika Principal's Association – visited schools in Auckland to further refine pedagogical understanding.
Next term hosting 85 Pasifika Principals here.
175th Jubilee – community interest.
Kea camp – confirmed for Term 4.

Kelly Club operating.

Board Compliances
Checklist:
- compliances as a school shared.
- understanding the questions.

A tremendous amount of work goes into Etuale's report. Lots of information, but it all comes through clearly and considered. Thank you.

Meeting Closed with a karakia: 7.25 pm

Date for Next Meeting: 6 May 2026

Signed: _____ **Date:** 6/5/26

Murray Fox
Presiding Member

Action Points:

Action	Assigned to	Date Opened	Date Completed
Publish Strategic Plan on website.	Etuale	26.11.2025	25.3.2026
Include target numbers from 2025 in Principals report.	Etuale	18.2.2026	25.3.2026
Decide on what indicators to use to flag when there are needs eg. numbers rising, special needs students, etc.	Etuale	18.2.2026	25.3.2026
Ask Ruruku about Kimi Ora Field.	Etuale	18.2.2026	