THORNDON SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING
10 JUNE 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
Mt Cook School Zone – numbers high – request to make zone smaller. Does not impact us.
Funding – school hall – Leah followed up. There are avenues we can apply to for funding.
Resignation.

Minutes of Previous Meeting
The minutes of the 6 May 2026 meeting were confirmed as being a true and accurate record.

Moved: Murray Fox
Seconded: Leah Reid
Carried: Unanimously

Action Points:
The motion for a Teacher Only Day around Labour Weekend is no longer required.

Significant Items
Nil.

Principal's Report
- Taken as read.
- Roll – numbers are up in Tui (over ratio). Kereru is steady. Kakapo is steady. Kea is steady, they also have a full time teacher aide.
- Internationals – 10 short term students for up to four weeks starting 27 July.

Strategic Review

Goal: Maia

2.1 - Focus on teaching practice.
- Sharing pedagogy with parents via workshops.

5.46 pm Simina arrived.

- Making sure our learners progress at the right pace.

2.2 Knowledge Building
- Assessments.

2.3 Specialist Programmes
- Going well.
- Wanting to add another element (music therapy) to cater for 10-15 learners.

Goal: Auahatanga

3.1 Learning Environments
- A lot of our programmes do not align to the furniture.
- Putting in equipment that aligns to the needs of the learner.
- Kea/Kereru space. Thank you for approving. Tracer contractors will do the work in the school holidays.

3.2 Digital Technology Strategic Plan
- Moving along – wifi updated.
- 80 chromebooks going well – have been used for testing/assessments.
- Moving forward – digital replacement cycle.

3.3 Develop a Responsive and Coherent Curriculum
- Mandated assessments.
- Over next few weeks Etuale will delve deeper into all teams to see how well the students have done in their assessments.
- Tracking well.

Regular Review

Policy (EOTC Guidelines)
- Processes are done timely, eg. SAP forms.
- EOTC – nothing to change.

Policy (International Learners)
- Contacted SchoolDocs regarding a template.
- Realigned and now up to date.

Assurances
- Processes are still in play.
- Constant changes in mandating assessments.
- Assessing student learning – follow up later.
- Cellphones – had a few slip ups – students forgetting to hand them in.

Consultation
Tātou Tātou workshops.

Learner Progress and Achievement
- Individual websites.
- Live trackers.
- Mid and End of Year reports will be shared this way as well.

Asset Management
- Deleted pre-2000 assets.

Property
- Noddy House – gone.
- Car park upgrade – complete.
- Fencing – minor errors being fixed.
- Sandpit – still working through the sign off.
- COLA – progressing. Hoping to share next steps at the next board meeting.
- Proposal to complete wall between Kea and Kereru.
- Cyclical maintenance – both Ministry of Education and Board buildings are included. Etuale has asked for this to be on separate schedules.
- Hall – dedicated it to music and performing arts. Redesign it to accommodate music. Need commitment from Board for funds. Discussion followed. Investigate using the services of someone to apply for grants.

Special Programmes
Fair committee
- Meets regularly.
- Created a charter (by Claire). This is tremendous to have, to keep everyone safe.
- Etuale will remove the names from the charter.

International & Mandarin Programme
Student voice.

Personnel
Taken as read.
Resignation – fixed term appointment until the end of the year. There was a motion to have a permanent appointment for 2027. Exit interview will be offered.

Resolution: *"The motion to appoint a Scale A Teacher as a permanent appointment for the start of 2027 was approved."*

Moved: Brendan Eckert
Seconded: Murray Fox
Carried: Unanimously

Finance
Taken as read.

Governance report.
Available funds have gone up.
Due to student numbers moving, it is hard to have more accuracy.
Critical risk – Banking Staffing. Recovery plan is for all leave to come out of the bulk grant. This is a tricky calculator to map out. Cannot predict sick leave.

Resolution: *"The Board considered the final annual financial report and decided to accept the final audit findings."*

Moved: Brendan Eckert
Seconded: Leah Reid
Carried: Unanimously

There was acknowledgement for last year's work on the budget to bring the deficit down from $107,693 to actual $14,259.
Completion report – controls – two were picked up and resolved. We can take comfort that controls are in place.

Resolution: *"The motion to purchase new uniforms for sporting and school activities up to $13,000 was agreed to."*

Moved: Simina Toimata
Seconded: Murray Fox
Carried: Unanimously

Curriculum
More detail will be covered at the next meeting.
Making sure we design from our learners and not what the government has designed.

Health and Safety
Two incidents. A sprained ankle and a burn at technology. All processes were covered.

Enrolment Scheme
- Out of zone spaces for 2027.
- Planning on moving some of the teams into different spaces.

Resolution: *"The motion to approve the number of out of zone places for 2027 was accepted."*

Moved: Brendan Eckert
Seconded: Simina Toimata
Carried: Unanimously

Government Initiatives
It was suggested that 14 December 2026 become a curriculum day.
2027 School Year to start 29 January, which would be a teacher only day. We would finish the year on 14 December.

Resolution: *"The Board agreed to approve the 2027 school start and end dates as 29 January and 14 December."*

Moved: Murray Fox
Seconded: Brendan Eckert
Carried: Unanimously

Local Initiatives
175th Jubilee
- Date in April – not set.
- Nine people are on the committee.
- Open COLA and performing arts area.

Kea Camp in Term 4.
NZ Pasifika Fono consisted of 35 Principals of which 17 were from Wellington. Out students did really well at the mihi whakatau. Many of the Principals shared their journeys.

General Business
Nil.

Meeting Closed with a karakia: 7.45 pm

Date for Next Meeting: 5 August 2026

Signed: _____ **Date:** 5/8/26
Murray Fox
Presiding Member

Action Points:

Action	Assigned to	Date Opened	Date Completed
Explore what work would need to be completed in the hall for its upkeep. *(Ongoing.)*	Etuale	6.5.2026	
Motion the fifth teacher only day for the Friday before Labour Weekend. *(Not required.)*	Etuale	6.5.2026	10.6.2026
Investigate using the services of someone to apply for grants.	Etuale	10.6.2026	

Removal of names in the Fair Charter.	Etuale	10.6.2026	