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## MINUTES OF THE BOARD MEETING HELD WINTON SCHOOL GROUP ROOM 6.00 PM ON WEDNESDAY 8 OCTOBER 2025

1. ADMINISTRATION

**Welcome** Steve congratulated and welcomed everyone to the first meeting of the

new board and led them in Karakia.

Also welcomed Craig Tucker, DP, who was presenting reports to the

Board.

Present Steve Wadsworth (Principal), Bev O'Neill (Staff Rep), Nicky Patrick, Cam

Waru, Bridgett Aitken, Stacey Hitchens and Mark Tree (Parent Reps)

In Attendance Jacalyn Reid (Minute Secretary)

**Apologies** None

Election of Presiding Member Steve called for nominations for the role of Presiding Member.

Bev nominated Nicky Seconded by Cam

As there were no further nominations Nicky was duly elected

Presiding Member and took control of the meeting.

Steve also explained what was involved in the roles of the Finance and

Property rep as both these roles were vacant.

Cam volunteered for the role of Property, which the board agreed.

Members would think about the role of Finance rep for the next meeting.

Declaration of Interests None

Confirmation of Previous Minutes Minutes of the previous Board meeting held on 20 August 2025, which were previously circulated, be signed as a true and accurate

record.

Moved - Bev Seconded - Nicky

Matters Arising None

# 2. MONITORING & REVIEW

**Behaviour Report** Behaviour Report for Term 3 was previously circulated and taken as

read. Craig explained his report to the new board and about the differing behaviours and the support which is available and given to students.

Attendance Report Attendance Report for Term 3 was previously circulated and taken as

read. Craig explained his report to the board and about Jenny McPhail's

role as the school's Attendance and Engagement person.

**Community Survey** Steve presented the results of the 2025 School Community Survey.

Very pleased with the overall results. Feedback from parents was very positive towards the school. The results of the survey will now be shared

with the school community.

**Principal Report** Previously circulated and taken as read.

> Steve explained staffing and roll numbers for 2026 and asked the Board's permission to advertise for 15 Out of Zone spaces, across the school, for 2026. Board agreed to this and an advert will be placed in

The Southland Express.

Steve moved to accept Principal Report Seconded - Cam

**Finance Report** No Finance Report was received for this meeting.

**Property Report** Previously circulated and taken as read.

Nicky updated the new Board members on the current situation

regarding the Pump Track project.

Ryal Bush quote has been accepted by Pump Track Committee and

agreed by the Board.

A grant has been received from The Lotteries Commission to help fund

the project.

Nicky moved to accept Property Report Seconded - Cam

Steve gave an update on the Jubilee celebrations; what will be 155th Jubilee

happening during the weekend and the numbers that have registered to

attend. so far.

Yr 5/6 Camps Year 5 and 6 camp proposals and risk assessment forms were

presented for board approval.

Board agreed that both camps proceed as per proposal and RAFs.

#### 3. MONITORING & REVIEW

**Policy Review** 

The following policies were reviewed on SchoolDocs and any amendments were made as appropriate.

- Bullying & Harassment reviewed and accepted
- Behaviour Management reviewed and accepted
- Searches, Surrender & Retention of Property Board assurance Steve to undertake review
- · Physical Restraint reviewed and accepted All teaching staff and teacher aides undertook restraint training at the end of Term 3. Board agreed that all teacher aides be given permission to physically restrain students, when the need arises.

### 4. ADMINISTRATION

Correspondence None

Signed as a true and correct record

**AOCB** Board admin procedures were discussed with new members.

Agreed that meetings continue at 6pm on Wednesdays.

Nicky enquired if it was possible to set up board email addresses under

school domain name. Steve to check with school IT person.

Upcoming training for new board members available.

### 5. MEETING CLOSURE

Meeting closed 7.50pm

Next meeting date - 5 November 2025

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