Kaurilands School

E tū pakari ana, e totoro teitei ana

MINUTES OF THE KAURILANDS SCHOOL BOARD MEETING

HELD TUESDAY 28 OCTOBER 2025 AT 7PM

1. Administration:

PRESENT: Jaimee Kirby-Brown, Jo Augustine, Hayley Jesperson, Trinette Giborees-Smith, Megan Hawkins, Shane Mareroa, Preston Richmond and Trudi Biggs (Minutes Secretary).

Karakia

Apologies: None

Jaimee welcomed our new parent representative, Preston Richmond, to the Board and congratulated all the other board members on their re-election.

Introductions

Declaration of Interest: None

Minutes of the previous meeting. Motion that the minutes of the previous meeting dated 2 September 2025 be accepted as true and correct.

Moved by: Hayley Jesperson

Seconded by: Megan Hawkins (passed unanimously)

2. Decisions:

2.1 Election of Presiding Member

Megan Hawkins moved that Jaimee Kirby-Brown be nominated as Presiding Member.

Seconded by: Trinette Giborees-Smith (agreed unanimously).

Jaimee Kirby-Brown accepted the nomination.

No other nominations were received. Jaimee Kirby-Brown was declared the Presiding Member.

2.2 Safety Management Plans for 2025 Gala

Motion that the Board has reviewed and approved the Safety Management Plans and RAMS for the upcoming Gala.

Moved by: Jaimee Kirby-Brown

Seconded by: Trinette Giborees-Smith (passed unanimously)

2.3 Board Finance Representative

Jaimee Kirby-Brown nominated Shane Mareroa to be appointed as the Board's Finance Representative.

Seconded by: Trinette Giborees-Smith (passed unanimously)

No other nominations were received so Shane Mareroa was declared the Finance Representative.

3. Monitoring:

3.1 Principal's Report - as read. Jaimee acknowledged and thanked Jo for her leadership during last term's ERO visit.

3.2 Health & Safety Report - as read.

3.3 Business Manager's Report - as read.

3.4 Financial Report - as read.

3.5 Policies - SchoolDocs policies being reviewed this term are bullying and harassment, behaviour management, minimising physical restraint. Feedback to be brought to the November board meeting.

4. Discussions:

In Committee – The Board went into committee at 8.24pm.

4.1 Personnel Report

4.2 Correspondence

The Board came out of committee at 8.56pm.

5. Identify Agenda items for the next meeting. (Review ongoing actions).

6. New actions:

6.1 The Board will put on morning tea for staff later this term. It will provide an opportunity for the new Board to meet the staff and thank them for their hard work and the successful ERO visit. The date to be confirmed.

6.2 Dates for upcoming Board meetings:

November meeting - 5pm Tuesday 18 November.

December meeting - 5pm Tuesday 9 December.

February meeting - 5pm Tuesday 24 February 2026 and will include Strategic Planning.

7. Meeting Closure.

7.1 Evaluation of meeting - Summary.

7.2 Preparation for the next meeting – Agenda items from the Board Work Plan

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Meeting closed at 9.19pm

Signed as a true and correct record:

Presiding Member ___________________________ **Date** _______________