

# NAENAE COLLEGE BOARD OF TRUSTEES

## Minutes of the Board of Trustees Meeting

Thursday 23 April 2026 at 6.30pm

**Present:** Kelly Palmer (Presiding Member), Daniel Bowbyes (Parent Representative), Hoani Smith (Parent Representative), Rebekah Gaffney (Staff Representative), Keira Harrison (Student Representative), Chris Taylor (Principal)

**Apologies:** Arif Ali (Parent Representative) Milica Zivanovic (Parent Representative)

**In attendance:** Jackie Schrijvers (Board Secretary)

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### 1. **Welcome**

Kelly shared a karakia. Kelly opened the meeting and welcomed those in attendance. Kelly asked the Board members to declare any additional conflicts of interest for the register. None were reported.

### 2. **Principal's Report**

The report was read and received.

#### Strategic Intent

There was a detailed discussion around the Pulse initiative. For the Principal, the real-time 'pulse check' on student wellbeing is invaluable. It transforms feedback into action, ensuring students who need support are identified early, whilst contributing to positive culture building within our Kura. A Board member acknowledged it was positive to see Year 9 and Year 12 students trialling Pulse using their own devices. This may be expanded if the trial goes well. The programme has been running for three weeks, during this time we have received a lot of positive feedback. This will continue for another six weeks with progress being monitored. A Board member noted it is important to share the data back with the student body. A Board member suggested it would be beneficial to include a staff element in the data.

It was noted that the main challenge affecting our attendance remains medical-related.

#### Review Schedule

Reviewing our policies for legal compliance and good governance will enhance the Board's decision making. One meeting will be held per term with review days scheduled mid-year and end of year. All Board members will select an area to review. The Chair expressed a strong support for this initiative and was keen to proceed. All Board members agreed.

#### ERO

The Principal met with the Education Review Office to discuss their upcoming engagement. with preparations reported to be progressing well. The Principal noted that ERO will do a full evaluation in term three during which the Board will be required to meet with them.

The review will cover all aspects of the school's operations. It was agreed that the Board sees the ERO visit as a positive opportunity to support ongoing improvement and to strengthen our Kura.

The Board engaged in a robust discussion regarding student attendance. They recognise that consistent attendance is not merely a school requirement, but a collaborative partnership between home and school. The Board agreed that this should be shared with our community. The Principal added that the school is performing well and that all areas of improvement will be communicated to the community.

#### PLD

The Principal shared their intention to seek Board approval to attend a Misconduct and Communications course with the Operations Manager. They noted that misconduct and communication matters consume a significant amount of their time and that it is important to be well informed and equipped to manage investigations appropriately. They noted the training would be hugely beneficial for our Kura.

The course includes four days of ongoing coaching, with facilitators providing training in interview techniques. The Board supported this proposal and invited the Principal to report back on their learnings.

*Moved that the Board accepts the Review Schedule.*

C Taylor / D Bowbyes

*Moved that the Board accepts the Principal's PLD request.*

R Gaffney / C Taylor

*Moved that the Board accepts the Principal's report.*

C Taylor / K Palmer

### **3. Staff Representative Report**

The Staff Representative commented that the storm earlier in the week had been particularly severe. They emphasised that lessons from a previous similar incident had been applied, which resulted in improvements this time. The communications throughout the event were described as excellent.

*Moved that the Board accepts the Staff Representative April report.*

C Taylor R Gaffney

### **4. Student Representative Report**

The Student Representative spoke at our recent assembly regarding the on-going issue we have with vandalism in the school bathrooms. It was noted that the students listened. The Chair thanked the Student Representative for speaking to students on behalf of the Board.

*The Board moves to accept the Student Representative report.*

R Gaffney / K Palmer

### **5. Sub Committee Reports**

#### **Resource Committee**

No meeting held.

### Mārae Committee

No meeting held.

### Mārae Committee - Annual General Meeting

Note and accept.

### Health & Safety Committee

No meeting held.

### 6. Minutes of the previous meeting

Read and received.

*Moved that the Board accepts the minutes of the March 2026 Board Meeting as a true and accurate record pending one minor change.*

K Palmer / K Harrison

### Actions Register

The Principal investigated the cost of employing security for the school bathrooms however this was found to be too expensive. It was agreed that teachers need to monitor and manage the students' time out of the classrooms using bathroom passes more closely.

### 7. Correspondence

Nothing to report.

### 8. PEB

*Moved that the Board goes into Committee at 7.27pm.*

K Palmer / D Bowbyes

The Board moved out of Committee at 7.50pm.

### 9. General Business

- The Principal will invite faculty members to present at the May Board meeting which will be followed by the Senior Leadership Team at the following meeting. It was agreed that Board Members will provide leading questions in advance and some key discussion points to help guide the presenters.
- It was noted that the Board has formally censured a member for behaviour inconsistent with the Code of Conduct. The Presiding Member acknowledged the member's contribution to the Board and noted the remorse expressed. The Presiding Member confirmed that the matter has been resolved.
- Relay for Life will be held on Saturday 30 May 2026. It was noted that the Kura does not run this event.

The meeting concluded at 8.01pm with a Karakia.

Signed: \_\_\_\_\_



Date: \_\_\_\_\_

2/6/26