

BOARD OF TRUSTEES GENERAL MEETING

HELD ON WEDNESDAY, 20TH MAY 2026 AT 5:30PM

Present: Cade Englefield (Tumuaki), Reena Brinner, Anna Reid (Staff Trustee), Jess Tarawa (Iwi Rep), Emma Jenkins, Craig Hurford (Presiding Member), John Ussher, Kate Stallworthy

Apologies: Annabel Ramsay

Attendees: Hugo Weaver (Kauri Team Leader)

Speaking Rights: Chloe Miller (Acting Board Secretary)

Meeting started at: 5.32PM

Karakia tīmatanga

<i>Ma te whakapono,</i>	<i>By believing and trusting,</i>
<i>ma te tumanako,</i>	<i>By having faith,</i>
<i>ma te titiro,</i>	<i>By looking and searching,</i>
<i>ma te whakarongo,</i>	<i>By listening and hearing,</i>
<i>ma te mahi tahi,</i>	<i>By working and striving together,</i>
<i>ma te whakamomori,</i>	<i>By sheer desire and determination,</i>
<i>ma te aroha,</i>	<i>By all being done with love,</i>
<i>ka taea e matou.</i>	<i>We will succeed</i>

1.0 WELCOME

Craig welcomed the Board and guest presenter Hugo, Kauri Team Leader.

2.0 GUEST PRESENTATION - KAURI PROPOSAL

Hugo presented the Kauri Maths Buddy proposal. Cade provided the board with a background to the proposal.

Hugo spoke to the results from the 'Maths Buddy' trial collected while in use over the last term as a resource for Year 7 and 8 students. He spoke to the value the programme is providing for student outcomes. And the benefits of home learning in building towards high school success. Hugo would like to continue using the maths buddy programme for the remainder of this year and provide reporting to the Board as to the outcomes and findings.

Emma queried whether students have picked up the use of this outside of school hours. Hugo advised that the functionality is very user friendly for the students. It is like having an online tutor there with the students. He confirmed it reinforces in class learning, and is aligned with

the New Zealand curriculum. Teachers can assign certain tasks within the programme or students can explore areas of learning for themselves within the platform, which broadens the scope of learning. Students can also revisit the same work and improve on their learning.

Kate queried whether the students are being encouraged to use this at home. Hugo advised that they have been, but it is up to the individual students to take responsibility for their learning, this encourages purposeful learning. Kate further queried if the platform and home learning can be shared with parents going forward.

Further discussion was had as to the value of the platform and the benefits it provides. Emma suggested Hugo provide the Board with statistics, reflecting the usage, later in the year if use of the platform continues.

Cade advised that the platform cost is outside of the budget and suggested that at the end of year when Hugo returns to the Board to report on the outcome of use, the data could be presented with a number of student candidates as case studies.

Hugo thanked the Board for having him and left the meeting at 5:43pm.

The Board further discussed the benefits associated with the platform.

The Board was in agreement that Hugo would return in Term 4 to report on the platform's ongoing results and the cost to be included in the 2027 budget.

All members were in agreement that further parent education around the programme would be beneficial.

Craig clarified that the cost would be classed as a curriculum expense. Cade confirmed that it would.

The Board was in agreement that the maths buddy programme be continued.

3.0 CONFLICT OF INTEREST REGISTER

No amendments added.

4.0 CONFIRMATION OF MINUTES & ACTION ITEMS

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the minutes of the March 2026 General Meeting be accepted as a true and correct version of that meeting.*

Moved: *Craig*

Seconded: *N/A*

Carried.

Action items are up to date with no new additions.

5.0 MATTERS ARISING

No matters arising.

6.0 CORRESPONDENCE

All correspondence tabled as read.

Cade spoke to the recent privacy legislation changes in relation to sharing student records and information between schools and caregiver permission requirements.

The Board discussed the recommended requirements for Board member training and the volume of Board correspondence that is received in. Kate queried who ensures that the Board members are up to date with all of the material. Cade confirmed that it would be good for the Board to have some oversight around this and suggested a member of the Board could take on an assurance role.

Emma volunteered to take on the assurance role within the Board.

Action: *Emma will provide an overview and oversight to the Board every meeting on key correspondence and policies the Board members need to be informed, or take action on.*

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees accept all correspondence in and out.*

Moved: Craig

Seconded: N/A

Carried.

7.0 PRINCIPAL'S REPORTS

Previous motion passed via email noted below.

Motion approved via email 20th April 2026: *That the Beckenham Te Kura o Pūroto Board of Trustees approves the staff only day scheduled for 11 September is shifted to 4 September.*

Moved: Cade

Seconded: Jess

In favour: Reena, Anna, Craig, Annabel, Kate, John, Emma

Carried.

All reports taken as read.

Cade spoke to the recent reporting changes for the teachers. Cade invited Anna to speak to the reporting changes. Anna confirmed that while overwhelming, what they have learnt is going well but confirmed there is still a lot to learn as it is a significantly different approach to reporting.

Craig queried how the reporting is different to previous reporting. Cade explained there is a clearer description of where each child is at; what they have achieved, attendance data, a substantial general comment, and learning areas are expanded on in further detail.

Kate queried who sets the date of parent reporting. Cade explained that every school in New Zealand is required to report twice per year. Beckenham provides reporting mid-year and at the end of the year, and learning conferences with parents and children, before the end of term 2, after reports have gone out. Cade confirmed that in this reporting, more time has been spent forming the judgements on students' progress, to build continuity and consistency.

Cade confirmed the solar panels installation is going ahead in the upcoming school holidays.

The staff wellbeing survey was completed again this year. Cade confirmed that the results, building on last year, were very positive. Staff were able to leave individual comments, which indicates for the leadership team, possible areas of improvement. The results were further discussed by the Board.

Cade spoke to the results from a recent check in with the Year 7 and 8 students, who completed the 'NZCER wellbeing at school' survey. Cade noted in particular the reduction in aggressive student culture.

Cade spoke to the successful second Cognition Education session the teaching staff completed and invited Anna to speak on the work the teaching staff are doing with a focus on our Māori students. Anna explained that through their sessions, working through the book 'Teaching to the North East' chapter by chapter, the staff are gaining and building the knowledge first, with a view to then put a plan and actions in place to really make a difference for the Māori learners.

Cade shared that the recently circulated digital technology usage survey received 134 responses from the community. The overall community perspective indicated a need for a clear intentional, transparent and balanced approach to using digital tools in learning. The results are being further analysed and Cade will share this report with the Board.

Cade expects the outcome of this will be a more deliberate approach to use of digital technologies and potentially a reduction in use. Cade welcomed the Boards members to be involved in this analysis and research if they would like to be. John offered to be involved.

The transparency around use in regards to technology and communication to parents around how exactly it is used, was discussed by the Board.

Cade relayed that it could be beneficial for the community to understand the pathway towards high school and technology based learning.

John spoke to the convenience of technology when teaching, from a high school perspective, however emphasised it cannot be relied on for everything. John explained that Google classroom has to be used at Cashmere high school, across all years. However there are different online learning tools between faculties. Cade spoke to the capability Beckenham has of using Google classroom.

The Board further discussed this at length.

Action: Cade will share the digital survey report with the Board. The Board will further discuss the report at the next Board meeting.

Emma queried the general Board meeting minutes circulation, and whether these can be shared in draft format with Board members prior to meetings. Craig confirmed that once he has first reviewed the draft minutes, they can then be shared to the rest of the Board members before final approval at the following meeting.

Action: Craig will first review the completed draft general Board meeting minutes and then the draft general minutes can be circulated to the Board members prior to their confirmation at the following month's Board meeting.

Cade spoke to the attendance reporting for this year. Noting Lisa Collier's recent work within the school around attendance and lowering student absences. Students away on holiday leave during term time was discussed and the impact this has on attendance reporting.

Cade further spoke to the school role numbers and out of zone enrolments. There are currently 7 out of zone ballot applications for term 3 received and only 3 places were advertised. Cade explained that if the role number is higher, the funding will reflect the staffing that can be retained for the next school year. Cade recommended offering more places for the current out of zone spaces advertised. Cade will request a motion be completed by the Board closer to the time.

Further discussion was had by the Board around role numbers and out of zone requirements. Kate queried what year levels are offered as out of zone enrolments. Cade confirmed that the year levels offered are levels where there is space available.

Cade contacted King Kone, the ice cream van vendor, through facebook due to safety concerns being raised by parents. In relation to its proximity to the school entry, road safety concerns and being parked right outside at school pickup time. Kate noted that she had rung the council and the council advised that no laws have been broken.

Cade confirmed when he was in contact with King Kone and requested alternative parking arrangements from them, King Kone affirmed that no laws had been broken. They have not since returned; however if they do, Cade suggested the Board write a letter to them. The Board agreed to wait and see whether they return.

The planned PTA and Kauri team Bingo night was discussed by the Board. Cade explained the requirement for a motion from the Board approving the Kauri team to proceed with applying for a special liquor licence for the evening.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees approve the Kauri Bingo Night on Saturday, 27th June 2026 and the application for a special licence from the Christchurch City Council required for the sale and consumption of alcohol within the school hall during the event.

Moved: Cade

Seconded: John

Carried.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees approve the Principal's Report.

Moved: Cade

Seconded: Reena

Carried.

8.0 FINANCE REPORT

Kate spoke to the Finance report.

The financial position is stable.

Kate noted that a third of the funds for teaching assistants and admin has been set aside. This is due to the number of teacher aides having been reduced, which reduces the amount of funding the school will receive. Cade further expanded that last year the teacher aide budget was exceeded and this year the teacher aide hours were reduced. There were also a lot of needs that were required to be supported. This year there are currently less needs requiring support. This is due to a combination of students departing and systems being stronger and acceptable behaviours are being maintained.

Donations are sitting at 72% of the budget.

Craig queried whether there are any concerns around where the budget is sitting. Kate said that the expenses and income are currently in a comfortable position and tracking well.

Cade noted a recent challenge around services the school uses adding surcharges to travel expense charges.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees approve the Finance Report.

Moved: Cade

Seconded: Emma

Carried.

The Board discussed the following motion at length. This motion has been prepared by the school accountant. The Board agreed to defer the motion to be completed via email to allow more time to review the financial documents.

Motion: Solutions and Services have prepared 2026 budgeted statement of financial position & statement of cashflows extracted from the Board prepared 2026 operating & capital budgets, and provided all 2026 budget documents required for approval. These reports have been prepared prior to the 2025 audit finalisation. Where any audit adjustments arise for 2025, these budgeted balances will require adjustment to ensure that the statements continue to balance for use in the 2026 annual accounts (i.e. retained earnings).

On this basis the Beckenham Te Kura o Pūroto Board of Trustees approves the 2026 budget

statements, subject to any opening balance changes to the statement of financial position and cash flow amounts, necessitated by 2025 audited adjustments.

Motion deferred to email.

9.0 PROPERTY REPORT

John spoke to the Property report and provided the Board with an update on the recent work completed around the school.

The recent work in Pukaki and Kōmanawa, has been completed installing the internal classroom walls, and the staff feedback received as a result has been positive.

John spoke to the remaining 5YA funding, and the possibility of using this towards tidying up the entrance to the school is being explored. Cade expanded on the endeavour to have a more culturally responsive and welcoming entrance to the school that speaks to the schools cultural narrative. Options and concepts are being explored with the Board's approval.

Emma queried whether the internal walls were a trial or a pilot. Cade confirmed it was a pilot.

Cade further spoke to the recent vandalism to the school. The junior shade umbrella requires replacement and a considerable amount of plumbing work was required to the drinking fountains and damaged tap.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees approve the Property Report.

Moved: John

Seconded: Anna

Carried.

10.0 HEALTH & SAFETY

Reena spoke to the Health and Safety report.

Kate spoke to the safety of the cricket roller in Beckenham Park. In light of the recent Barrington Park incident where a child was seriously injured by the same type of roller. It is out of bounds during school hours, however with child safety in mind, Kate suggested the cricket club be approached.

Action: The Beckenham Park Cricket Club to be sent an email from the Board, or from the school, in relation to the parking location/storage of the cricket roller as a matter of concern for child safety.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees approve the Health & Safety Report.

Moved: Reena

Seconded: Jess

Carried.

11.0 POLICY REVIEW

Action: All members to review policies before the 3 July close date.

12.0 GENERAL BUSINESS

The PTA meeting schedule was discussed by the Board.

The artificial turf funding and installation was briefly discussed. Cade noted turf installation is confirmed for the end of term 3.

No other general business.

13.0 IN COMMITTEE

At 7.12PM the meeting moves into a Public Excluded Session for the reasons of legal and professional privilege and to protect the privacy of the natural persons.

At 7.19PM that the meeting resume in Public Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board

14.0 CLOSING

Karakia Whakamutu

*Kia hora te marino.
Kia whakapapa pounamu te moana.
Kia tere te karohirohi ki mua i a koutou.
Hui e, tāiki e.*

*Let the calm be widespread.
Let the sea be smooth like pounamu.
May the sea be smooth ahead of you*

Meeting closed: 7:20PM

Next meeting: Wednesday, 17th June 2026

Confirmed: _____



Date: _____

24/06/26

Actions list. ([click here to see the current action list](#))