

CONFIRMED MINUTES

MANGAKOTUKUTUKU COLLEGE BOARD



At the **Board Meeting** on **9 Feb 2026** these minutes were **confirmed as presented**.

Name:	Mangakōtukutuku College Board
Date:	Monday, 1 December 2025
Time:	5:30 pm to 8:08 pm (NZDT)
Location:	Mangakotukutuku College, 6 Collins Road
Board Members:	April Tauelangi, Serena Sligo, Cherie Vallis, James Hay-Mackenzie, Presiding Member Lance Enevoldsen, Mark Stevenson, Shawn Gielen, Monika Bali, Kalel Upoko, Dave McNulty
Attendees:	Wendy Bulloch
Apologies:	Raewyn Pene-Hopa

1. OPENING MEETING

1.1 WELCOME AND KARAKIA

1.2 APOLOGIES

2. Administration Matters

2.1 INTERESTS REGISTER

3. Reports

3.1 PRINCIPAL/MANAGEMENT

Jim spoke to his report and highlighted some key information provided.

Education Perfect

Education Perfect is being trialled at school next year. Those teachers who have previously used this programme have found it effective. Before signing off on this, Jim will develop a plan by the end of this school year, and present it to the Board on how he will manage and check its effectiveness.

Te Kohau Health

We have some students enrolled at Te Kohau Health's alternative programme for disengaged students. Our students are benefitting from this. Jim will check on the official name of the programme.

Fusion Network

Fusion Network are our current IT Service Provider. Their contract is up for renewal and after receiving 2 quotes it was decided to renew their contract for the 2026/2027 period. Fusion to be approached adding a cap of 5% for "out of scope" costs. Out of scope costs exceeding 5% require board approval.

Staffing 2027

If our roll numbers stay as they are at present we are in danger of being overstaffed for 2027. As a consequence, any Permanent appointments to be made during 2026 are to come to the Board for approval.

Restorative Practice Training

Learning Assistants are included in this training day, however, the timing of the PD means other Support Staff are unable to attend. Jim will investigate how and when this can be presented to those staff members.

Prizegiving

Wendy to ensure invitations to the upcoming Prizegiving events are sent to all Board members.

Calendar Events

The Powhiri to welcome new students and staff is scheduled for 29 January. Information will be sent out before the end of the year. Wendy is to add all dates mentioned in the Principal Report to the Board calendar.

Attendance Codes

Jim explained the Attendance Codes used for report student absences. He particularly highlighted the "Q" code which is BoT approved offsite learning. This is used for reintegration into the school environment after a long period of absence. This code is used at the discretion of the Principal. The Board will receive a report on any "Q" codes used.

Shawn was unexpectedly required to leave the meeting due to a personal matter at 6.30 pm



Te Kohau Health - Name of Alternative Programme

Jim to check with Te Kohau Health about the official name of its Alternative Programme for disengaged students.

Due Date: 9 Dec 2025

Owner: James Hay-Mackenzie



Prizegiving Invitations

Send official invitations to Prizegivings to all Board members.

Due Date: 2 Dec 2025

Owner: Wendy Bulloch



Calendar Events

Wendy to add all dates mentioned in Jim's report to the Board calendar.

Due Date: 3 Dec 2025
Owner: Wendy Bulloch



Education Perfect Effectiveness

Jim to prepare a mechanism to monitor the effectiveness of the Education Perfect programme and present to the Board via Flying Minute prior to the end of this term.

Due Date: 9 Dec 2025
Owner: James Hay-Mackenzie



Poutama Pounamu

That the Board approve the funding of the Poutama Pounamu programme for 2026.

Decision Date: 1 Dec 2025
Mover: James Hay-Mackenzie
Seconder: Mark Stevenson
Outcome: Approved



I/T for Art Department

That the Board approve the purchase of computers for the Art Department, based on the quote from PB Tech.

Decision Date: 1 Dec 2025
Mover: James Hay-Mackenzie
Seconder: Mark Stevenson
Outcome: Approved



Fusion Networks Contract Renewal

That the Board approve the 2026/2027 contract with Fusion Networks with the additional proviso that out of scope costs exceeding 5% require board approval.

Decision Date: 1 Dec 2025
Mover: James Hay-Mackenzie
Seconder: Mark Stevenson
Outcome: Approved



Move the acceptance of the Principal Report

Move the acceptance of the Principal's Report with the changes to the recommendations:

I/T Out of Scope Costs capped at 5%

Decision Date: 1 Dec 2025
Mover: James Hay-Mackenzie
Seconder: Mark Stevenson
Outcome: Approved

4. Committees

4.1 FINANCE

Expectations for receiving Board Reports

Lance advised he would expect that if a meeting was held on a Monday, the subsequent reports should then be available on the Friday (4 days later).

Staff Morning Tea from the Board

It was decided that a morning tea for staff would be provided by the Board at the end of each school year.

Budget Codes

By necessity we have a large number of budget codes - especially in the EOTC area. The Board would prefer to see an overall cost rather than the current breakdown code by code.

Shawn has received written assurance from Pradeep of consolidated budget codes such as EOTC.

Donations Scheme

Advance notice of the amount we could expect to receive in the Donations Scheme would be advantageous when planning activities for the following year, e.g. Camp / Trips / etc.

Assets

Pradeep to advise/clarify what the Whaiora assets are.

Wellbeing Budget

The Wellbeing Budget for all staff, given by the LSM, does not carry forward to next year.

Draft Budget

The Board members would like to receive the Draft Budget as a file rather than a PDF.

The Budget will not be approved this meeting. Board members will have the chance to ask questions, receive replies, then a decision will be made in a flying minute by Monday 8 December. The end time for voting on the flying minutes will be in the evening, possibly 8.00 pm.

Lance will ensure a text goes out to all board members if any flying minute requires urgent attention. If discussion is required the voting time cut-off can be extended.

EOTC

Most flying minutes centre around EOTC. Board should be advised of any planned EOTC events well in advance.



Morning Tea from the Board

Organise a morning tea shout from the Board.

Due Date: 9 Dec 2025

Owner: James Hay-Mackenzie



Whaiora Assets

Please advise the Board what the Whaiora assets are referred to in the Financial Report.

Kia ora Koutou,

I would like to provide clarification regarding the Waharoa (Marae Entrance) asset referred to in the Financial Report.

Dr. Thilo Govender initiated a carving project with Zena Elliott, an interdisciplinary artist, with an approved budget of \$30,000. An initial deposit of \$10,000 was paid to commence the work.

However, in 2024, this project was revoked by Dr. Shane Edwards, and the previous Board formally cancelled the project. Despite the cancellation, the \$10,000 deposit remains recorded in the 2024 asset register because it was originally classified as a capital work-in-progress asset.

As the project did not result in a tangible asset for the school, this item will be disposed of in the 2025 financial year. The disposal is required to accurately reflect that no physical Waharoa asset exists and that the deposit cannot be capitalised.

Ngā mihi,
Pradeep Kumar

Due Date: 9 Dec 2025
Owner: Pradeep Kumar



Draft Budget File

Ask Pradeep for the file of the Draft Budget - rather than the PDF.

Due Date: 5 Dec 2025
Owner: Wendy Bulloch



Accept the Financial Report

Moved that the Financial Report be accepted.

Decision Date: 1 Dec 2025
Mover: Serena Sligo
Seconded: Mark Stevenson
Outcome: Approved

4.2 PROPERTY

The Property Committee Report was unavailable for this meeting. An informal discussion was had around the topics discussed.

4.3 CONSULTATION

Manaakitanga

Parents/Caregivers will be consulted at the completion of the programme.



Approval of Consultation Report

Recommended the Board approve the Consultation Report.

Decision Date: 1 Dec 2025
Mover: Mark Stevenson
Seconded: Serena Sligo
Outcome: Approved



Te Whanaketanga Certificate

That the Board acknowledges the inclusion of the Te Whanaketanga Certificate - year 11 as being included in the curriculum beginning 2026. The Principal will report 6-monthly to the Board on it's progress. Consultation for feed-forward with Parents and Caregivers of year 11, November 2026.

Decision Date: 1 Dec 2025
Mover: James Hay-Mackenzie
Seconder: Presiding Member Lance Enevoldsen
Outcome: Approved

5. Strategic Discussion & Decisions

5.1 BOARD ASSURANCE FRAMEWORK

Gift Policy

The Gift Policy is to be reviewed and will be updated for Term 1, 2026.

Work Plan

The Work Plan was reviewed this afternoon and Shawn will share later.

Protected Disclosures

The Board accepted there would be no conflict for Jim to be responsible for this. If there was a conflict, the disclosure would then be handled by either the Presiding Member or LSM.



Acceptance of the Policy Assurance Document

That the Board accepts the updated tabled Policy Assurance Document.

Decision Date: 1 Dec 2025
Mover: Presiding Member Lance Enevoldsen
Seconder: Dave McNulty
Outcome: Approved



Gift Policy

Gift Policy to be reviewed and updated.

Due Date: 2 Feb 2026
Owner: James Hay-Mackenzie



Work Plan

Share the Work Plan with the Board.

Due Date: 9 Dec 2025
Owner: Shawn Gielen

5.2 STRATEGIC PLAN REVIEW FOR 2026

There is a potential format for going forward.

6. CORRESPONDENCE

6.1 Incoming

6.2 Outgoing

Ministry of Education

A letter was sent to the Ministry regarding the sale of the school house.

7. Confirm Minutes

7.1 CONFIRM MINUTES

Mangakotukutuku College Board 20 Oct 2025, the minutes were confirmed as presented.

Co-Option

Cherie would like it to be noted that she voted "No" to the co-option of Dave McNulty.

Meeting Times

Lance will look at finding times of the day that suit most member to meet. At this stage members have, in part, been able to attend. However, it is critical that everyone is heard and will investigate suitable times of the day.



Move the Minutes of 20 October

Moved that the minutes of 20 October be accepted.

Decision Date: 1 Dec 2025
Mover: Presiding Member Lance Enevoldsen
Second: Serena Sligo
Outcome: Approved



Board Professional Development

Board Members Conference is 17 - 19 July in Auckland. All Board members are encouraged to attend.

Due Date: 17 Jul 2026
Owners: April Taelangi, Cherie Vallis, Dave McNulty , James Hay-Mackenzie, Karel Upoko, Mark Stevenson, Monika Bali, Presiding Member Lance Enevoldsen, Raewyn Pene-Hopa, Serena Sligo, Shawn Gielen



NZSBA Notices

Follow up with NZSBA regarding notices not being received.

Due Date: 2 Feb 2026
Owner: Presiding Member Lance Enevoldsen



Meeting Dates for 2026

Confirm meeting dates for 2026.

Due Date: 9 Dec 2025
Owner: Presiding Member Lance Enevoldsen

8. PUBLIC EXCLUDED

8.1 PUBLIC EXCLUDED RESOLUTION @ 7.30 p.m.

8.2 OUT OF PUBLIC EXCLUDED RESOLUTION AT 7.40 PM

9. Close Meeting and Karakia

9.1 MEETING CLOSED @ 8.08 pm

Next meeting: No date for the next meeting has been set.

A handwritten signature in black ink, appearing to be 'Lance Enevoldsen', is enclosed in a light blue rectangular box.

Presiding Member Lance Enevoldsen

9 Feb 2026