CONFIRMED MINUTES

BOARD MEETING

At the **Board Meeting** on **3 Aug 2026** these minutes were **confirmed as presented.**

Name:	Mangakōtukutuku College Board
Date:	Monday, 8 June 2026
Time:	5:32 pm to 7:50 pm (NZST)
Location:	Mangakotukutuku College, 6 Collins Road
Board Members:	April Tauelangi, Cherie Vallis, Dave McNulty , James Hay-Mackenzie, Presiding Member Lance Enevoldsen, Mark Stevenson, Monika Bali, Serena Sligo, Shawn Gielen, Kalel Upoko
Attendees:	Joss Mato
Apologies:	Parekura Collins

1. OPENING MEETING

1.1 WELCOME AND KARAKIA

5:32pm OPEN

KARAKIA - MBA

5:42 - Kalel Upoko arrives
7:35 - Mark Stevenson and April Tauaelangi left meeting

1.2 APOLOGIES

2. Administration Matters

2.1 INTERESTS REGISTER

3. Reports

3.1 PRINCIPAL/MANAGEMENT

Report Layout
The Board noted the updated report layout and agreed it was clearer and easier to follow than the previous format.

Speaking Rights
The Board approved speaking rights for Joss.

Attendance (Page 9)
The Board discussed attendance trends, noting a decline since Term 1, which was acknowledged

as a common seasonal pattern. Discussion focused on attendance follow-up processes, Ministry of Education expectations, winter illness impacts, and students attending school but not classes. The Board considered current communication practices and the use of attendance incentives. An action was agreed to review the attendance data being collected and analysed, with findings to be reported back to inform future attendance strategies.

Suspensions and Stand-downs (Page 11)
The Board reviewed suspension and stand-down data, including trends and contributing factors. Discussion focused on engagement strategies for Māori learners, restorative practices, youth worker support, and alignment with ERO guidance. The Board also considered the proportion of Year 7 and Year 8 students within the school roll and the implications for student wellbeing and engagement.

Ko Wai Mātou (Page 14)
The Board acknowledged the success of recent Ko Wai Mātou performances and the positive promotion of the school within the community.

Year 11 Whanaketanga Qualification (Page 15)
The Board discussed the Year 11 Whanaketanga Qualification and noted that students are not undertaking NCEA Level 1 this year.

Te Whare Whaikaha Report (Page 20)
The Board received and discussed the Te Whare Whaikaha report.

Community Collaboration (Page 23)
The Board noted that a meeting had been arranged with local schools and community partners for 12 June to strengthen collaboration and support pathways for students.

Staff Diversity (Page 28)
The Board noted the diversity of the staff workforce, with 24 ethnicities represented.

Curriculum Day (Page 29)
The Board approved 21 August as a Curriculum Day.

Reporting and Board Development
The Board discussed the depth and analysis contained within reports and agreed that further feedback and support would be provided to strengthen reporting practices and Board understanding.

Resolution
That the Principal's Report be received.

Mover: Lance
Seconder: Dave
Outcome: Approved

29th August - Curriculum Day

Page 29

Decision Date:	8 Jun 2026
Mover:	James Hay-Mackenzie
Seconder:	Presiding Member Lance Enevoldsen
Outcome:	Approved

3.2 BOARD ASSURANCE FRAMEWORK

Health, Safety and Property Report (Page 50)
The Board reviewed the new report layout and discussed separating the current reporting content

into two distinct sections to improve clarity and oversight. An action was recorded to investigate this change and report back.

The Board noted that the Building Warrant of Fitness had expired and remedial works on the Fire Alarm system have begun (moved forward 6 months) to complete the outstanding issues.

The Board discussed Education Outside the Classroom (EOTC) and agreed that further discussion would in section 5.2.

The Board received an update on lockdown and evacuation procedures, including the process for updating staff and ensuring emergency information posters remain current.

Equal Employment Opportunities (Page 55)
The Board reviewed the Equal Employment Opportunities report and noted that the framework and associated processes are being implemented effectively.

Change reports from going to RES A (Primary) to RES A (both contacts) -> NBA

Change reports from going to RES A (Primary) to RES A (both contacts) -> NBA

Due Date: 19 Jun 2026
Owner: James Hay-Mackenzie

4. Committees

4.1 FINANCE

The Board discussed the scheduling of sub-committee meetings and considered whether meetings could be spread more evenly. The use of online meeting links was also raised as an option to support attendance and participation.

Property Planning (Page 61)
The Board discussed upcoming property projects, including painting and maintenance requirements. It was noted that additional funding may be required to support future works, and members discussed the possibility of financing for specific purposes if necessary. The Principal advised that preliminary discussions regarding funding options had already commenced.

Set up board room for video conferencing

Jim to talk to Aniket

Mover: Lance
Outcome: Approved

Due Date: 28 Jun 2026
Owner: James Hay-Mackenzie

4.2 PROPERTY

Property Committee Report
2.5 - The Committee discussed the marae carving project and noted that costs are likely to increase from the current estimates.

2.2 - The Committee confirmed that it is not currently exploring alternative cleaning contractors. It is however following process and using GETS to ensure appropriate procurement and that comparison is available.

3.1 - The Committee discussed the front entrance gate and noted concerns that when open, it extends across the public footpath, creating a potential health and safety risk. Options considered included removing the existing gate and replacing it with manual gates.

Additional lighting around the school

The Board discussed lighting around the marae, noting that pedestrian access areas are very dark during periods of low light and may require additional lighting to improve safety and accessibility (marae used as an example).

Due Date: 19 Jun 2026
Owner: James Hay-Mackenzie

Front gate changes

The Principal will present options to the Board, including associated costs, health and safety considerations, and property budget implications, to support a future decision via the next Property committee meeting.

Due Date: 19 Jun 2026
Owner: James Hay-Mackenzie

4.3 CONSULTATION

Property Committee Recommendations (Page 65)
April declared a conflict of interest and did not participate in the discussion or decision-making on this item. Mark's apologies were noted.

The Board considered the recommendations presented on Page 65 and resolved to accept the recommendations as presented.

Resolution: That the recommendations on Page 65 be accepted.

Mover: Lance
Seconder: Serena
Outcome: Approved

April left the meeting at 6:42pm and returned after this section concluded.

5. Strategic Discussion & Decisions

5.1 Ratification of Flying Minutes

Mover: Lance
Seconder: Dave
Outcome: Approved

5.2 EOTC review

EOTC Review Discussion

The Board reviewed the current EOTC processes and acknowledged that overall practice is sound. However, several areas for improvement were identified, including strengthening risk assessment processes and improving consistency across EOTC activities.

Key discussion points included:

- Ensuring activities with high potential consequences are appropriately assessed and not categorised as low risk.
- Reviewing first aid competency requirements for staff involved in EOTC activities.
- Considering whether recurring annual trips should be subject to additional review or scrutiny to avoid complacency and ensure risks remain appropriately managed.

The Board agreed that these matters should be referred to the Principal for further review and consideration as part of future planning and process improvements.

The Board acknowledged and thanked Mark and Serena for their work in reviewing the EOTC framework and developing the recommendations presented.

Considerations

- An audit report on one high-risk EOTC activity to be presented to the Board during Term 3.
- Strengthening staff induction and briefing processes prior to EOTC activities.
- Feedback to be provided to SchoolDocs regarding updates to the EOTC policy, including alignment with the matters raised during discussion.

Shawn to draft a schedule of key delegations to the Principal for Board consideration.

Shawn to draft a schedule of key delegations to the Principal for Board consideration.

Due Date: 19 Jun 2026
Owner: Shawn Gielen

5.3 Update on the LSM intervention

Correspondence received from the Ministry of Education would be tabled and discussed at the next meeting.
The Board noted expectations that staffing hours may reduce over time as a result of CAPNA funding changes and organisational restructuring.

5.4 NZSBA nomination for President

Motion that the Board supports the nomination of April Tauelangi for

NZSBA National Board member and/or National President.

Decision Date: 8 Jun 2026
Mover: Presiding Member Lance Enevoldsen
Seconder: Mark Stevenson
Outcome: Approved

5.5 Governance Manual

That the changes be accepted with the amendments attached.

Mover: Lance
Seconder: Dave
Outcome: Approved

Update the Governance Manual

Joss to update the Governance Manual by incorporating the gazetted LSM amendment and replacing it with the current approved wording. Updated content to be inserted directly into the manual (cut and paste).

Due Date: 12 Jun 2026
Owner: Joss Mato

5.6 Proposed Recreation Centre

Recreation Centre Proposal (Page 77)
The Board received an update following discussions between Jim, Lance, and representatives

from Hamilton City Council regarding the potential development of a Recreation Centre at the school. It was noted that there is currently no financial commitment or obligation from the Board. Members expressed interest in further exploring the opportunity and understanding its potential benefits for both the school and wider community.

the Board supports exploring the possibility of a Recreation Centre at Mangakōtukutuku College

The Board supports investigating the possibility of a Recreation Centre at Mangakōtukutuku College, in partnership with Hamilton City Council and Sport Waikato

Decision Date:	8 Jun 2026
Mover:	Presiding Member Lance Enevoldsen
Seconder:	Cherie Vallis
Outcome:	Approved

6. CORRESPONDENCE

6.1 Incoming

The Board discussed the accessibility of key governance documents and noted that the current process for locating them is cumbersome. Lance advised that BoardPro has a dedicated area for storing and accessing these documents; however, it was agreed that the documents should first be finalized and consolidated before being uploaded to ensure members are accessing the most current versions.

School boards association AGM update

Our board's registered delegate needs to opt to attend the AGM. If interested, please log into the Vero System at 11am on the 20th of June.

Due Date:	12 Jun 2026
Owner:	Presiding Member Lance Enevoldsen

6.2 Outgoing

7. Confirm Minutes

7.1 CONFIRM MINUTES

Board Meeting 4 May 2026, the minutes were confirmed as presented.

Confirm minutes with PM signature for previous 2026 meetings

Confirm minutes with PM signature for previous 2026 meetings

Due Date:	12 Jun 2026
Owner:	Joss Mato

MOTION: That the Minutes of 04/05/2026 be confirmed.

Decision Date:	8 Jun 2026
Mover:	Presiding Member Lance Enevoldsen
Seconder:	Serena Sligo

Outcome: Approved

8. PUBLIC EXCLUDED

8.1 PUBLIC EXCLUDED RESOLUTION

Moved that the Board move into committee at 7:20 PM.

Mover: Lance
Outcome: Approved

MOVE: The Board resolved to extend the meeting until 8:00pm.

Mover: Lance
Seconder: Cherie
Outcome: Approved

MOVE: That the Public Excluded Business report be received.

Mover: Lance
Seconder: Cherie
Outcome: Approved

8.2 OUT OF PUBLIC EXCLUDED RESOLUTION

Moved that the Board move out of committee at 7:47pm.
Mover: Lance
Outcome: Approved

9. Close Meeting and Karakia

9.1 Meeting close

Next meeting: Board Meeting - 3 Aug 2026, 5:28 pm
Motion to extend the meeting 30mins (Lance) all in favour (none opposed)

Presiding Member Lance Enevoldsen
5 Aug 2026