

JOHNSONVILLE SCHOOL BOARD

Minutes of Meeting held on Tuesday 16 September 2025, commencing at 7pm

“A well governed school accountable to the wider community to enable every student to leave a confident, connected, actively involved, lifetime learner.”

Present: Tania Cohen (TC), Misty Olney (MO), Simon Faisandier (SF), Simon Scannell (SS), Siobhán Garrett (SG), David Lim (DL), Noah Boyte (NB), Abishek Gaur (AG)

Welcome:

Apologies:

Minutes recorded by: Megan Button (MB)

Item	Discussion / Decision	Person Responsible	Timeframe
1. Administration Karakia and Manaakitanga	Performed	All	
1.1 Attendance recorded; quorum established	Done Introductions and introduction of whakapapa as this is the first meeting of the new Board.	SF	
1.2 Interests are declared	None to declare		
1.4 Recent minutes are accepted	Motion: DL moves that the Minutes from the meeting dated 5 August 2025 are approved. SG second. Action: MB to have the August minutes signed by EL as Previous Presiding Member	MB	Sep
Actions reviewed from previous meeting	Liaising with families re aspirations for their child at school. MO & new Board Whanau Representative to create something to include in enrolment pack/transition to school.	MO	Oct/Nov
	Comparison chart of parent donation payments prior to, and after, the fee reduction. No change to fees.	LG	Done
1.4 Correspondence is shared	<ul style="list-style-type: none"> NZSBA Email relating to Industrial Action & Upcoming Paid Union Meetings for Guidance for School Boards – 12 August 2025. See Agenda item 3.5 Letter from TC dated 16 September – seeking Board endorsement for her application to act as a mentor for an Aspiring Principal or Beginning Principal (or both) in the Ministry’s leadership development programme. 		
Endorsement of correspondence and electronic resolutions	<p>Motion: SS moves that the Board endorses TC's application to participate as a mentor in the Ministry's Education Workforce Mentoring programme. DL second.</p> <ul style="list-style-type: none"> Letter received from Ministry of Education relating to an application from Crofton Downs School to change from a contributing School (yr 1-6) to full primary school (Yr 1-8) dated 13 August 2025. The Board voted electronically (26/8) and are supportive of the application, MB has written to the Ministry to advise. <p>Motion: The Board moves to ratify the electronic resolution to support the application from Crofton Downs School. MO second.</p>		

	<ul style="list-style-type: none"> Email received from Ministry of Education in relation to a request from Wellington Hills Christian College (WHCC) dated 20 August 2025 - to increase the non-preference roll of the school from 0% to 5% of the maximum roll of 210 student places. The Board voted electronically (26/8) and are not supportive of the application, MB has written to the Ministry to advise. <p>Motion: The Board moves to ratify the electronic resolution to not support the application from WHCC. MO second.</p> <p>Motion: SG moves that the correspondence be accepted. SS second.</p>		
2. Monitoring 2.1 Annual plan implementation progress is updated and discussed (Principal's report)	<p>Motion: TC move that the Board ratifies the appointment of Angela Rongonui as Deputy Principal. NB second.</p> <p>Motion: TC moves that the Principal's Report be accepted. SS second.</p>		
2.3 Students, staff, volunteers, and visitors are safe and well, and the board is a good employer	<ul style="list-style-type: none"> Refer to Principal's Report – no staff or student injuries to report. MO thanked the Board on behalf of the staff for the lovely wellbeing morning tea, it was well received and greatly appreciated. Next meeting Wednesday 17 September, 7.45am 	TC/MO/SS	
2.3 Property projects are being effectively delivered (Property Committee report)	<ul style="list-style-type: none"> Work on the slip has been signed off. Slip behind room 1 will be carried out during Term 4 and the bottom field work over the Christmas holidays Tree removal and maintenance in the holidays Tar seal cannot be replaced on top court until the slip remediation work is complete. Home & School Committee are currently fundraising for line markings 	TC	
2.5 The board is financially responsible (Finance Committee report)	<p>DL offered to run a short Finance session for the new Board, so all members feel confident reading and signing off the Financials going forward.</p> <p>Action: DL to advise a time to run a short finance session for Board members</p> <p>Motion: DL moves that the financial accounts as 31 August 2025 are accepted. SS second.</p>	DL	Oct
3. Strategic Decisions and Discussions 3.1 Code of Conduct	TC talked the Board through the Ministry of Education Code of Conduct for State School Board Members.	All Board	
3.2 Conflicts of Interest	The expectation of board members is that they will act in the best interests of the school, and to declare any situation where there could be a conflict of interest.		
3.3 Governance Policies	All Board members to familiarise themselves with our School Policies – available via our website on School Docs. It is important to understand the policies, especially the complaints policy and how to refer people if they are approached with a complaint.		

	Action: TC suggest the Board undertake the Te Tiriti o Waitangi 45-minute webinar.	All Board	Oct
3.4 Strategic / Annual Plan	The Board and Principal write the Strategic Plan after consultation with school community and in turn the annual plan is then produced.		
3.5 NZSBA: Industrial Action guidance (email)	<p>Th Board has been advised of potential Industrial Action. There are 5 school staff not currently members of the NZEI union - the principal, 2 office staff and 2 teacher Aides. TC will be given 3 days notice in the event of a strike.</p> <p>The Board discussed the safety and wellbeing of the students in the event of Industrial Action and without adequate staff to safely supervise students the Board will need to close the school.</p> <p>Motion: In the event of Industrial Action, the Board unanimously voted to close the school.</p>	All Board	
3.6 Policies and Procedures up for Review	<p>The following policy has been reviewed and no concerns raised.</p> <ul style="list-style-type: none"> ○ Abuse Recognition and Reporting <p>Motion: SS moves that the above policies be accepted. DL second.</p>		
3.7 Engagement calendar	<ul style="list-style-type: none"> • Term 4 Mihi Whakatau confirmed for 28 November • Board to sign Christmas cards for staff at the November Board meeting • All Board members are invited to attend the Staff Christmas lunch on Wednesday 17 December <p>Action: Misty Olney to buy Christmas Cards</p>	All	Nov/Dec
4. Administration			
4.1 Agreed Public Excluded Business	None to discuss		
5. Additional items:	The Board agreed to trial a start time of Board meetings at 6.30pm.		
Confirmed Actions	MB to have the August minutes signed by EL as Previous Presiding Member	MB	Sep
Meeting closed: 9.03pm	DL to advise a time to run a short finance session for Board members	DL	Oct
	Misty Olney to buy Christmas Cards for staff on behalf of Board	MO	Oct

Next Meeting:

6.30pm, Tuesday 14 October 2025

Simon Faisandier, Presiding Member:



Date:

16/10/25