

WHENUAPAI SCHOOL
Board of Trustees Meeting Minutes
Wednesday 10 September 2025



Meeting opened at: 6:10

The Presiding Member welcomed everyone present at the Board Meeting.

(1.0) ADMINISTRATION

(1.1) Present: Adam Cels (Principal), Olivia Mead (Staff Rep), Paul Matenga, Kellie Watkinson, Jane Knobloch, Rob Greer, Sam Lee and Phil Collins.

In attendance (with speaking rights): Nil

In attendance (without speaking rights): Nil

(1.2) Apologies: Nil

(1.3) Declarations of Interest: Nil

(1.4) Confirmation of Minutes:

Whenuapai School Board Public Minutes dated 30 July 2025.

Motion: *The Presiding Member moved that the public minutes dated 30 July 2025 are accepted as a true and correct record.*

Moved: Paul

Seconded: Kelly

Carried: Unanimous

(1.5) Action Items, Amendments, Acceptance

- Nil

(1.6) Speaking Rights

Nil

(2.0) PRINCIPAL'S REPORT

(2.1) HR Staffing CRT Programme Pilot

Motion - *The board supports the continuation of the specialist programme to deliver CRT release to the classroom teachers.*

Moved: Paul

Seconded: Phil

Carried: Unanimous

Motion - *That the Principal's Report is accepted.*

Moved: Adam

Seconded: Paul

Carried: Unanimous

(3.0) BOARD DECISIONS

(3.1) Policy Review

- Child Protection
- Abuse Recognition and Reporting
- Safety Checking

Motion - *The Child Protection policy is accepted.*

Moved: Adam

Seconded: Jane

Carried: Unanimous

Motion - *The Abuse Recognition and Reporting policy is accepted.*

Moved: Adam

Seconded: Jane

Carried: Unanimous

Motion - *The Safety Checking policy is accepted*

Moved: Adam

Seconded: Jane

Carried: Unanimous

(3.2) Board Review and Assurance Statements

Motion: *The board accepts the Board Review and Assurance Statements for Term 3 2025.*

Moved: Adam

Seconded: Phil

Carried: Unanimous

(3.3) Staff Professional Development

Motion: *The board approves an extra \$3800 for the teaching staff to complete training on how to have professional conversations with parents.*

Moved: Adam
Seconded: Rob
Carried: Unanimous

(4.0) BOT DISCUSSIONS

(4.1) Succession Planning

New board member information

Motion: *Board accepts the succession planning documentation*

Moved: Adam

Seconded: Rob

Carried: Unanimous

(4.2) Science of Learning / Student Behaviour

Discussion Points

1. **Data shows a dramatic increase in younger students presenting with challenging behaviors.**

Current student behavior management approaches must evolve to meet the needs of both students and the wider community.

2. The **science of learning principles** can be applied not only to our learning curriculum but also to our behavior curriculum.
3. **Community and early childhood centers** will need to be informed of these changes to help prepare students for starting school.
4. The **Board is supportive** of a curriculum that follows the science of learning principles and understands that further parent concerns re behaviour management outcomes may be elevated to the Board level.

Motion: *the board is supportive of the school implementing a curriculum based around the science of learning principles.*

Moved: Adam
Seconded: Sam
Carried: Unanimous

(5.0) STRATEGIC PLANNING AND REPORTING

(5.1) Strategic Planning 2025 Report - Goals 1 and 2

(6.0) MONITORING

(6.1) School Finances

(6.1) Video Link Uploaded - explaining the new Executive summary, which will be introduced for the next monthly report.

6.1.2 Allocated Spending Over Budget - Tracking

Currently overspend - **\$25,846.18**

Motion: *That the past month's spending is accepted and ratified.*

Moved: Adam

Seconded: Kellie

Carried: Unanimous.

(6.2) Nil

(6.3) Property Report

Discussion Points

- Explore options for keeping trees alongside the courts.
- Consider rotating the basketball court 90 degrees and placing the senior playground directly in front of the new block.
- Design the senior playground around a climbing frame.
- Investigate covering the entire court area to enable full-school outdoor assemblies and provide outdoor play space during wet weather.

6.3.1 New block floor plans

6.3.2 Carpark Barrier Arm quote

6.3.3 Interior Contract

6.3.4 Exterior Contract

6.3.5 Payment Schedule

6.3.6 Hall Painting Variation

6.3.7 Odour Report

Motion:

That the Board accepts the quote of \$4,008 from Caris Painting to complete the internal repaint of the hall

Moved: Adam

Seconded: Jane

Carried: Unanimous

The board approves the demolition of the concrete storage building during the school holidays.

Moved: Adam

Seconded: Jane

Carried: Unanimous

(6.4) Medical Room

(6.4.1) Medical Room Report

- Read - no further questions

(6.4.2) Sick Bay Data

- Read - no further questions

(6.5) School Roll Growth Report

- Read - no further questions

(6.6) Attendance Report

(6.6.1) Attendance Report

- Read - no further questions

(6.6.2) Attendance Rate Analysis - HERO

- Read - no further questions

(7.0) ADMINISTRATION/CORRESPONDENCE

(7.1) Inward Correspondence: Nil.

(7.2) Outward Correspondence: Nil.

AIMS comments

The AIMS Games were extremely successful. The majority of students behaved very well and represented the school in line with all our school values. There was one minor behavior incident involving two boys getting into a pushing situation whilst at the football house. As a consequence, the two students were moved to the teacher's house for the evening.

The competition was very challenging. Our players performed admirably but had to come to terms with not being the top-performing school. Netball finished 85th. Football achieved one win and a couple of draws. Basketball had one win. In individual events, one student finished fourth in BMX and placed in the 30s in mountain biking. Our badminton players reached division two in singles and division four in doubles, winning division four. Our swimmer performed exceptionally well, achieving personal best times. .

Looking to the future:

- We will consult with the community earlier regarding teams attending the AIMS Games.
- Teachers will stay in the houses with the teams to support behavior management and provide guidance.
- Fundraising will be run as a school-based initiative rather than team-based efforts.

A big thank you to all staff and parents who contributed to making this opportunity available for our students. This initiative to attend the AIMS Games was introduced to help us compete with intermediate schools and retain our students. Since its inception, our Year 7 and 8 cohort has grown from 44 students to over 150, making this a highly successful addition to our school.

Public meeting closed at: 8:35pm

These minutes are a true and correct record of the Whenuapai School Board of Trustees public meeting held on Wednesday, 10 September 2025.

Signed: _____

Paul Matenga - Presiding Member
Whenuapai School Board

Dated: _____

BOARD ACTION ITEMS

ACTION ITEM	DATE TO BE ACTIONED	PERSON TO ACTION	STATUS

2025 KEY DATES FOR BOARD MEMBERS (SCHOOL EVENTS)

DATE	TIME	EVENT