

# Minutes of Mokau School BOT Meeting 25 August 2025

**Opened:** Name: Maree Jones Time: 7:30 pm

**Karakia:** from Board Members

**Present:** Maree Jones, Maryann Symonds, Jackie Warren, Emma-Gene Hutchinson, Adrian Smith, Anne Owens

**Apologies:** Merepaea Rauputu,

**Conflict of Interest:** The board effectively manages actual, potential, and perceived conflicts of interest ensuring the integrity of board decisions and reputation of board members.

## **Board Members**

Maree welcomed new member Arian to the Board.

Nomination for Maree to continue as Presiding Member

Moved: Emma-Gene, Seconded Adrian. Carried

## **Reports**

### **Principal Report**

Roll: 26

Taken as read. Items for discussion will be in general business.

Moved: Maryann, seconded Emma Gene. Passed.

### **Finance Report**

Nothing of significance to report, just budget adjustments to be covered in general business.

**Motion:** Finance Report taken as read.

Moved: Jackie, seconded Maree. Passed.

### **Property Report**

McIndoe Plumbers checked the drainage issue and discovered that the drain was flowing. The issue seems to be a large pipe flowing to a smaller pipe. Plumber suggested this was a design fault and cost to remedy could be expensive. Maryann to follow up with Adern Peters to look to them to work with Glen to provide a solution.

### **Health and Safety Report**

Covered in Maryann's Principal report. Nothing significant.

### **Farm Report**

David has agreed to continue looking after the stock.

Repair is required to 3 fences (2 road, 1 other). Kane (and possible also David) may be able to sort this, otherwise a Working Bee. Maree to check with David.

### **Achievement Report**

Not in this meeting.

### **Policy Review**

- Police Vetting
- Missing Student Procedure

These policies were reviewed at the meeting by Board Members with no comments. Agreed that they don't require changes.

## **GENERAL BUSINESS**

### **EOTCs**

#### **Cluster School Camp in Wellington, 1-5 September:**

**Accompanying Adults:** Waiting on Police Vet check back for male adult. Needed by Friday but Maryann advised there is no apparent way to hurry it up. Andrew is the reserve. A potential back-up was discussed but as he hasn't been Police Vetted in last 3 years, it is not a possible option.

#### **Junior Trip to Jones Farm, Awakau, Thu 4 September**

For 11 students, lead by Nicky Hobman.

The plan was reviewed by Board Members. Agreed that parents could join the trip if they liked.

**Motion:** Jones Farm Visit Trip be approved.

Moved: Jackie, seconded Emma-Gene Passed.

Initial plan and the RAMs (Risk Assessment and Management Systems) signed by Maryann and Maree.

Presiding Member Maree signed final approval.

#### **Junior Beach Visit Trip, Mokau Beach, Tue 2 September**

For 11 students, lead by Nicky Hobman.

The plan was reviewed by Board Members.

**Motion:** Plan for Beach Visit to be accepted so beach trip can go ahead.

Moved: Maree. Passed.

Initial plan and the RAMs (Risk Assessment and Management Systems) signed by Maryann and Maree.

Presiding Member Maree signed final approval.

### **Molly Farrell Donation**

Location of plaque decision deferred to next meeting.

### **Te Nehenehenui Tribal Festival Use of the school**

A request was made to use the school facilities out of school hours on Fri 12 and Sat 13 September for 10 people attending the Te Nehenehenui Tribal Festival. This would involve use of the kitchen, showers, staff toilet and classrooms for sleeping. Discussion was held regarding need to clear the classroom areas, cleaning, not knowing the people, possible precedent, etc. A vote was to held to see if the request would be approved.

Vote: 2 for, 3 against. Not approved.

Maryann to advise the requestor.

Maryann advised that it is planned for the whole school to attend the festival on Friday to watch Kapa haka and a group of senior students will help on the day. This is deemed to be a low risk outing with transport provided by the school bus.

### **Budget adjustments**

Several paper adjustments were required.

Motion to accept the adjustments.

Moved: Maree. Passed.

### **Targa Rally**

A car wash fundraiser will be held outside school hours on 16 Oct.

### **Trevor Walshaw**

Sadly, Trevor passed away recently. He did a power of work for the school over several years and the Board would like to mark that, possibly with a tree in the school grounds.

Board members to come to the next meeting with ideas.

### **Waitara School Consultation Process**

The consultation is not so much about school boundaries, but more about several schools wanting to move from year 0-6 to 0-8. Mokau is already the latter. Maryann noted that Waitara currently has no room for further out of zone students, even siblings.

### **School Board Paperwork**

Jackie to prepare a pack for new board member Adrian.

### **Board Member Vacancy**

Only 3 of the required 4 Parent Representatives were nominated (and subsequently elected) in the recent triennial election. That leaves a Casual Vacancy.

After discussion Maree moved that we start the Selection process to fill the vacancy.

Moved Maree. Passed.

Board members to canvass potential candidates and get back to Maree. Jackie to advertise the Selection process.

### **ERO Review**

The ERO Review document was distributed and read. It was a favorable report with only one item of non-compliance that has since been addressed.

Maree signed that the review reflects the evaluation findings.

### **Administration:**

- Confirmation of July 2025 Minutes.
- Paperwork to sign – Done
- Correspondence – Waitara consultation, ERO Report

**In Committee:** No

### **Tasks to be done**

- **Maryann** to follow up with Adern Peters re drainage problem.
- **Maree** to check with David re fence fixing.
- **Maryann** to advise request for Te Nehenehenui Tribal Festival not approved.
- **Board members** to come to the next meeting with ideas for Trevor Walshaw acknowledgement.
- **Jackie** to prepare a pack for new board member Adrian.
- **Board members** to canvass potential candidates for Parent Rep vacancy and get back to Maree. **Jackie** to advertise the Selection process.

**Meeting Closed at:** 9:43 pm

**Next meeting:** **Monday 13 October 2025 at 7:00 pm at the school**

Note: It was agreed that the November meeting be changed from 10 November to 17 November.

**MINUTES ARE TRUE AND CORRECT**



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(Chairperson)