

Minutes of Mokau School BOT Meeting - 23 February 2026

Opened: Name: Maree Jones Time: 7:05 pm

Karakia: from Board Members

Present: Maree Jones, Maryann Symonds, Emma-Gene Hutchinson, Adrian Smith, Merepaea Rauputu, Anne Owens

Apologies: Jackie Warren

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.

Appointment of Presiding Member

Emma-Gene nominated Maree (seconded Adrian), who agreed to continue in the position.

Reports

Principal Report

Roll: 19 (+ three 5 year olds to start in March)

Staffing unchanged from last year. ORS application approved for 15 Hours per week MOE funded.

Student teacher joining for 8 weeks from 16th March (Whaea Kim will mentor).

Teacher/caregiver meetings have taken place. All except 1 family attended, remaining family is booking suitable time.

Principal Report taken as read. Other items for discussion will be in general business.

Moved: Maryann, seconded Emma-Gene. Passed.

Finance Report

The audit is underway.

A bequest of \$750 from the Hagenson family was made from the Eilish Hagenson Estate.

The family requested this money be used to specifically benefit an aspect of Mokau children's learning in 2026.

Motion: Finance Report taken as read.

Moved: Maryann, seconded Emma-Gene. Passed.

Property Report

Contractors have been to complete audit for next phase of Nga Iti Kahurangi for the Ministry, assessing all areas of the school buildings and providing initial recommendations.

Health and Safety Report.

Poor currently closed, awaiting chlorine delivery.

EOTC for school trip to beach when hosting Tatsuno students was approved by the board.

Farm Report

Nothing for this meeting.

Achievement Report

Nothing for this meeting.

Upcoming Events:

- Fridays Year 7 and 8 to Technology at Manukorihi (Waitara Intermediate). This has moved from Thursday. Thought to be worthwhile for social interaction with other school students and opportunity for additional learning.

- 6th March Cluster Swimming Sports (Waitara) – will use the bus
- 9th March Taranaki Anniversary
- 25th March Mokau School hosting Tatsuno students.
- 2nd April End of Term 1 (Easter Thursday)

Policy Review

The following policy reviews were deferred until the next meeting.

Useful if board members read them prior to the meeting, ready for any comments.

- Alcohol, Drugs and Other Harmful Substances Policy
- Sun Protection
- Digital Technology and Online Safety
- Cellphones and Other Personal Digital Devices

GENERAL BUSINESS

Code of Conduct forms resigned

These were signed by meeting attendees.

Board Work Plan

Maryann and Maree will discuss the work plan.

Delegation of Duties

The duties will be as per last year apart from the following:

- Replace David with Adrian for Property Repairs and Maintenance Projects
- Presiding Member review is delegated to the board
- The Board End of Year Review is delegated to the Board
- Hospitality Liaison is delegated to the Board

Conflict of Interest Register

Maree's purchase of cattle continues.

Student Attendance Requirements

Maryann took members through the Mokau School Attendance Management Plan and Supporting STAR procedures report. Attendance is now reported daily to the Ministry.

Responses to attendance are governed by the Ministry, with Principal only able to comment on specific circumstances.

Motion: To accept the Mokau School Attendance Management Plan and Supporting STAR procedures report.

Moved: Maryann, seconded Adrian. Passed. Signed by Maree.

Family BBQ Night

Proposed that it be held mid-week at approx. 5pm

Student of a new family starts 16 March. Maryann suggested it would be good to hold after that.

Meeting Dates

- Mon March 23rd 7pm
- Mon May 4th 7pm
- Mon June 15th 7pm
- Mon July 27th 7pm
- Mon August 24th 7:30pm
- Mon September 21st 7:30pm
- Mon November 2nd 7pm
- Mon December 7th 7pm

Administration:

- Confirmation of 24 November 2025 Minutes. (Maree signed)
- Paperwork to sign – Done
- Correspondence – Hagenson Bequest letter

In Committee: No

Tasks to be done

- **Maryann and Maree:** discuss the Work Plan
- **Board members:** read the 4 Policy Review documents prior to next meeting

Meeting Closed at: 8:20 pm

Next meeting: Monday 23 March 2026 at 7:00 pm at the school

MINUTES ARE TRUE AND CORRECT



1 April 2026.

(Chairperson)