Minutes of Mokau School BOT Meeting – 24 August 2026

Opened: Name: Maree Jones Time: 7:02 pm

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

Apologies: Merepaea Rauputu

Karakia: from Board Members

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.
There are no conflicts of interest to be recorded at this meeting.

Reports

Principal Report
Roll: 25

Winter illness
We have had a lot of absence of staff and students due to illness this term. This will have an impact on our end of Term Attendance Report. We are taking all possible steps to minimise this. We are ensuring the school is well ventilated, personal hygiene (handwashing, covering mouth when coughing etc…) is reinforced and sending children home if they are unwell.

Speeches
Our annual speech and poem presentations are a great opportunity for students to experience public speaking in a supported environment. The event was well attended by the community and the quality of presentations was excellent. Our kaiako did a fantastic job of supporting our learners to prepare and deliver their items.

Pool caretaker
So far we have one applicant for the position. Applications close 25th of August. Maree and Jackie will be present on the appointments panel. This is an employee position.

Principal Report taken as read.
Moved: Maryann, seconded Emma-Gene. Passed.

Finance Report
Reimburse Mokau School Management Account from School House account
The plumber and septic tank cleaning was paid through Esker from the Management Account. $966.68 will be transferred.

Finance Report taken as read.
Moved: Jackie, seconded Adrian. Passed.

Property Report
School house
We have had the plumbers down to unblock the pipe to the septic tank. The tank has also been cleaned out.

Solar on Schools.
Included in the board pack in confirmation that we have been selected in the Solar on Schools first tranche of 500 schools. Sometime in December there will be an assessment to ensure that the roof and infrastructure is suitable to proceed with installation.

Lawnmowing
Currently investigating the use of a robotic mower instead of a contractor. Further information at the September Board Meeting.

Health and Safety Report.
EOTC documentation completed
Cross country standard operating procedures
Cross country supervision structure
EOTC parent information letter Cross Country

Toilet doors
Toilet doors have been readjusted to ensure students cannot get locked in the toilets.

Safety checking for core workers.
From next year any safety checking must include overseas checks for people who have spent significant time overseas. This includes caregivers on overnight camps.

Farm Report
Nothing to report.

Upcoming Events
- 27th Cluster cross country
- 11th September Teacher Only day

Policy Review
The policies below were reviewed:
- Enrolment – no change at this time but will need to be updated when the electronic system for online enrolments is introduced.
- Student Attendance- this was fairly generic, mainly legislative. No change required.

GENERAL BUSINESS

School House Rent
Maree advised tenants by letter of the rent rise to $250 per week and the house inspections. They were very receptive and have generously already started the increased payments.

Gardener /Lawn Mower / Handyman
WASS from Te Kuiti will visit the school in the next couple of weeks to provide a quote for a GPS controlled robot lawnmower.
Maree will then obtain an alternative quote from Think Water Taranaki.
The current amount in the budget for lawnmowing is $4,400 for a year.

Pool
There was discussion about possible electronic /automatic ways to test pool water.
Maree to ask Think Water Taranaki about it.

Board Member
Vacant board member – with Maree for now.

School Planning and Reporting
The finalised requirements from the Ministry will not be available until term 4.
The guidelines to date indicate that strategic goals will be centered around Reading/Writing/Maths with reporting on achievement and attendance.
Gathering Community Voice – not clear what's to be asked of the community yet.
There is to be a related webinar on Wed 9 Sept at 7pm for 1hour 30 minutes.
Maree is to book for this and hold it at the school for those able to attend. Maryann will not be available. The webinar will also be recorded and published to the Learning Library.
The document is required by 1 Jan 2027, with finalised document to be submitted by 31st March.

Solar Panels
This is looking like it will go ahead, paid for by the Ministry.

Letter from Mokau Community Trust
The letter advises that the 2027 Mokau Bike Ride fundraiser is being cancelled, primarily due to the hosting farms needing to repair and recover from the April flood damage.
Subsequently, the MCT will not be able to donate the usual one third of the profit to the school.

Administration:

- Confirmation of July 2026 Minutes.
- Paperwork to sign – Completed
- Correspondence – letters re solar panels and MCT re Bike Ride.

In Committee: No

Tasks to be done

- Maree to obtain an alternative quote from Think Water Taranaki for GPS controlled robot lawnmower, once WASS quote is done
- Maree to ask Think Water Taranaki about automatic pool water testing
- Maree is to book for webinar on Wed 9 Sept at 7pm

Meeting Closed at: 8:06 pm

Next meeting: **Monday 21st September 2026 at 7:30 pm at the school**

MINUTES ARE TRUE AND CORRECT



(Chairperson)