Minutes of Mokau School BOT Meeting – 21 September 2026

Opened: Name: Maree Jones Time: 7:42 pm

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

Apologies: Nil

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
Staff Professional Development - the Maths curriculum day hosted at Uruti was excellent. Some great resources and ideas were shared that will have a direct impact on learning.

Other items from Principal report will be in General Business.

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

Property Report
Playground Faries
A huge thank you to Adrian and Lynette Smith for coming in and redistributing the bark around the playground. We had noticed some kind people had done it but had no idea who.

10 Year Property Plan
We have had one of the initial inspections required for the formulation of the new plan. Plumbing and drainage has been inspected. We have sent photos of the area outside the toilets that floods in heavy rain. During the inspection they noted that there is currently no non return valve on the water inlet to the pool. This will need to be remedied. We will receive a copy of their findings but they agreed that finding a remedy for the flooding is important. With the new property identity, experts come in to audit independently. Electrical and roof inspections to come.
Glen (verified 10year plan formulator) will be down on 14 October to assist with plan and paperwork for usability of facilities. The plan is likely to be ready early next year.

Finance Report
Nothing significant this month.
Finance Report taken as read.
Moved: Jackie, seconded Maree. Passed.

Health and Safety Report.
Student injuries and illness
The last few weeks have seen a number of absences of students and staff due to illness. Our staff team has done a great job of supporting each other during this time.
We have had a few playground injuries due to some vigorous soccer games at break times. All of these have been treatable with first aid. Students, particularly older ones have been told to dial down the physicality when playing soccer.

Farm Report
Fencing by David.

Achievement Report
Not this meeting.

Upcoming Events
September

- **23rd** Taranaki Primary School X country
- **25th** Last Day Term 3

October

- **12th** Term 4 Starts
- **16th** School Pet & Art Day
- **21st** Shake Out
- **22nd** Bright Sparks (The Lines Company)
- **23rd** Tainui Boys & Girls Pet Day
- **26th** Labour Day
- **29th** Pie Delivery
- **30th Teacher Only Day**

Policy Review

- No reviews this meeting.

GENERAL BUSINESS

Teacher Only Day – 30 Oct 2026
There is a planned Ministry approved Teacher Only Day for the refreshed Maths curriculum to be hosted at Uruti School.
Motion: Moved Maree that this Teacher Only Day be approved by the board. Carried.

Ministry Funding for Maths Resources
Changing the provider for 2027 to a new funded resource called Mathletics. We have reviewed what is available and have ordered the resource. This new resource will ensure a more consistent delivery school wide that is consistent with the curriculum progress descriptors. What we particularly liked was the teacher resources provided to support quality explicit instruction.

Maths and Literacy Intervention Teacher Time Application
Maryann requested that we apply for the approximately 0.1 FTTE teacher time (1 day a fortnight) available for Maths and Literacy Intervention before the end of term if the Board is agreeable. The Board is required to match the allocation if we are successful. (Approximately $8500 per year). Discussion was held on whether this was good use of board funds.
Moved Maryann/seconded Emma-Gene that the board match the teacher allocation from Operations grant funds. Carried.

Reporting Term 4.
Dates for end of year OTJ's, SMART assessment and reporting to parents.
23rd November Reports to parents
24th/25th November Parent Interviews by request.

The 100% attendance at parent interviews last time was due to significant time being spent following up with parents and caregivers. Board members requested early advertising of dates to parents/caregivers.

Pool/ Gardener Appointment
Jade Tynan is being employed as Pool Caretaker.
We normally employ the pool caretaker for 7 hours a week during the swimming season. If the hours are increased to 10 hours a week, the remaining hours can be used to keep the grounds surrounding the pool tidy and mowing the pool area if we proceed with a robotic lawnmower. The Caretakers Collective agreement requires that time and a half is paid for any hours over and above

contracted hours so it is more economical than extra hours. (The cost would be approximately $2500 more than we currently pay).
A second person, Brad Tynan is to be employed as a casual, as a relief pool manager if Jade is unavailable.

Motion: To approve the increase of Pool Caretaker hours to 10 hours per week and to employ Brad Tynan as casual when required. Moved Maree. Carried

Robotic Lawn Mower
Still waiting on WASS 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.

Electronic water testing for pool
We had previously discussed whether there were possible electronic /automatic ways to test pool water. Emma-Gene's research so far didn't think this was available.

Provisional Staffing for 2027
From Maryann: We have received our provisional staffing for 2027. As anticipated it is currently significantly reduced as it was calculated when our roll was 20. The provisional staffing for 2027 is 1.6 FTTE (1.0 = 1 fulltime teacher), so 1.6 FTTE = Me + another teacher for 6 days a fortnight) We currently hold 2.85 FTTE that includes Classroom Release Time only allocated to teachers working 0.8 or more.
We are expecting 2 re enrolments any day. This will mean our roll at 27 will generate similar staffing to what we have currently. When the new students have been enrolled for 5 days I will make an application for a staffing review.
We currently have 1.5 FTTE Teachers in permanent contracts (including me).
If the review is successful, we would need to employ approximately 1.1 FTTE teaching staff.

Bag hooks
Maryann advised that they would like to install bag hooks in the covered walkway area as this would ensure bags and shoes are kept dry in heavy rain. The area outside classroom doors currently gets wet in heavy rain. Members agreed that cubby holes might be practical.
Board agreed that Maryann could go ahead and get quote/s for hooks and/or cubby holes.

Board Member
Vacant board member – with Maree, ongoing.

School Planning and Reporting
The board members attended the online webinar session on Wed 9 Sept at the school. It was an interesting session and provided a better understanding of what is required.
The guidelines to date indicate that strategic goals will be centered around Reading/Writing/Maths with reporting on achievement and attendance and Gathering Community Voice.

Pet Day
Pet Day will be on 16th October.
Maryann asked if it could be started earlier 9:30, with concern for the 10 juniors without pets. However, it was not deemed practical, so judging will be from 10am to noon.
Appointment of judges (Maree, with Maryann as back-up).

Strategic Plan
Draft due 31 Dec. There was some discussion on the 3 goals required. Maryann suggested there be one for Literacy, one for Numeracy and the third based on community engagement.
May need to have a separate meeting, particularly around the community engagement.
Maree will advise a date for an initial meeting.

Administration:

- Confirmation of August 2026 Minutes.

- Paperwork to sign – Completed
- Correspondence

- **In Committee:** No

Tasks to be done

- Maryann to get quote/s for hooks and/or cubby holes
- Maryann to forward WASS quote to Maree so she can contact Think Water Taranaki.
- Maree to obtain an alternative quote from Think Water Taranaki for GPS controlled robot lawnmower, once WASS quote is done. Also ask about automatic pool water testing
- Appointing Pet Day judges (Maree, and Maryann as back-up).
- Maree to advise a date for initial Strategic Goals meeting.

Meeting Closed at: 9:10 pm

Next meeting: **Monday 2nd November 2026 at 7:00 pm at the school**

MINUTES ARE TRUE AND CORRECT

(Chairperson)