MINUTES OF A MEETING OF THE SCHOOL BOARD FOR NORTHCOTE INTERMEDIATE SCHOOL

HELD ON Monday 15 June 2026

As per the local Government Official Meeting Information Act 1987, the Presiding Member passed a motion to exclude the public to protect the personal privacy of an individual(s) and to discuss sensitive issues. Minutes are kept of this section but are kept separate from the minutes that are freely available to the public.

Present:

Board:
Phil Muir (Principal) (PM)
Damian Lawrence (DL) Presiding Member
Kenny Thein (KT)
Scott Lemon (SL)
Dris Adradi (DA)
Rodney Yeoman (RY)
Rangi Brothers (Board Secretary)

Apologies:
Jenny Turner (JT)
William Puliuvea (WP)

Guests:
Angela Teague (AT)
Zane Cooper (ZC)
Bronwen Davidson (BD)
Caitlin Boles-Kent (CBK)
Elliot Thomas (ET)
Jennifer Allen (JA)
Zane Cooper (ZC)
Geraldine Maxwell (GM)

1. Meeting commenced: 6:03 pm
Meeting commenced with an opening Karakia.

2. Inquiry Curriculum
Welcome to Elliot & Caitlin

Split inquiry this year. Year 7 & Year 8

Inquiry has shifted in response to the new curriculum mandates

Term 1 - French Revolution / European Expansionism
Term 2 - Science Fair & Science Learning
Term 3 - Citizenship & Leadership

Term 4 - Market Day & Combo

3. Wellness Presentation (JL)
Make sure our staff & teachers are well, then learning can happen

Shared Wellbeing Analysis and Report - ERO Visit. RB to circulate to the board

Term 1 - whanaungatana / mana whanau - Frameworks for Belonging
Term 2 - Science of the Nervous System - equip ourselves with tools for emotion regulation

Linewize Pulse - 60 second digital check in
Trying to capture vulnerable students who may not speak up

Will continue to look at data over the year as to whether it is making a meaningful difference.

Head Student Project - Positive Playground Behaviour - incentivising positive playground behaviour with raffle tickets to win a prize. Will be launching out to Students in Week 10 & 11, with roll out in Term 3

ET, CBK, JA left the meeting at 6.55pm

4. International Students

Provided international student numbers for 2026
Most international students come in Term 1 & Term 3
Profit compared to last year has increased

Lucky enough to attend the International Student conference in Christchurch. For the amount of hours put in, we have done well

Looking at getting on WeChat & RedNote social media platforms

GM left the meeting at 7.18pm

5. Minutes of the Meeting of the Board May 2026
Motion that the Minutes of the Board Meeting held on 11 May 2026 be approved.

Resolution to approve the May 2026 board minutes
Passed unanimously

6. Health & Safety
Akoranga panels were fixed

ZC left the meeting at 7.25pm

7. Interest Register
Update with Dris' details from previous register

8. Between Meeting Resolutions
nil

9. Correspondence
Correspondence (via email)

- Dan Bidois (Local MP) – catch up
- Complaint - OF: decision made against best interests
- NZ School Boards Association (NZSBA) – Discounts for Members & NZSBA board elections
- GovHub – School Board Services. Build Confidence in Governing for Student Achievement
- NZ School Boards Association (NZSBA) - Onboard - May 2026
- NZ School Boards Association (NZSBA) - School boards association AGM update

10. Principal's Report
The Principal's report was taken as read. General discussion ensued:

- Open Days are coming up
- Year 6 open evening T3 Week 2 - Kenny to attend.
- Regionwide & Nationwide attendance has been circulated. We are above the average
- Autex project completed in the library
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ACTION: Table of events to be circulated to board members RB

Resolution to approve the Principal's Report as tabled.
Passed unanimously

11. Principal's Trip

Summary of Phil's trip was circulated and talked through.
Lots of good connections and good ideas

12. Community Survey
SL circulated copies of questions for the survey
Questions were talked through and agreed on

Recommendation to keep survey on the school survey monkey account.
Survey will be ready to send out by the end of the week

13. Specialist H&S Discussion

Was approached by a specialist team member. Growing concern regarding the number of students in specialist classes.

Explored a range of options to lessen the overcrowding. Things have been put in place to assist.

14. Out of Zone Numbers 2027

Discussion around the numbers for 2027. Add to August board agenda

15. School Donation & Technology & Resource Contribution

Agreement to keep the School Donation and Technology & Resource Contribution for 2027 the same as this year

16. Finance Report

Finance committee to discuss and revert back.

Auditor Report

Discussed recommendations received from Auditor

Regarding Point 2 - Board agreed that no action is required outside of current controls (PM checks all receipts, DL checks PM receipts)

DL & PM to meet close off auditors report

17. Policies & Board Assurances

No updates

18. Board Newsletter
Property initiatives
Thanks to teachers
Relections on first half of year

19. New Solar Program for Schools

Discussed new policy
PM has checked in with Property Manager to see if we qualify

20. Event dates update
None

21. Action points
Action points reviewed and updated.
Board morning tea - June 26th

22. AOB
Sports Camp RAMS discussed.
Rarotonga RAMS to be circulated

23. In-Committee

Board shifted to In-Committee at 8.38pm

Meeting closed: 8.38pm

Date: 10/08

Signed: ____________

Damian Lawrence
Presiding Member