

Te Kura o Ngā Puna Waiora

Newtown School

Board of Trustees Hui Minutes

Rātū / Monday 9 - Māehe / March 2026, 6:30pm / Staffroom

Board members: Naomi Taylor, Fatima Amin Sheikh, Trey Tanuvasa, Amro Gamal, Nadia Abu-Shahab, Jahnelle Wright, Rhys Muir (kaiako rep), Sian Smith (Ngāti Kotahitanga rep), Nicki Read (Tumuaki), Ash Holwell (minute taker)

Also present: Danielle Te Waiti (Deputy Principal)

Apologies: Josephine

Waiata me Karakia timatanga

Meeting opened 6:38pm

Ko Hina i te marama, me kore au e ngaro i te hinapōuri.

I will never be lost as Hina will provide me with clarity and guidance.

Conflicts of Interest None

Previous minutes

Motion: The board accepts previous minutes as true and accurate.

Moved: Naomi

Seconded: Nicki

All: Approve

1. Whanaungatanga – Hina i te marama – Reflections of actions and learning

Sian – Reflecting on the efforts and care of the tāmariki to hold space for us all at the Newtown Festival. Intention to prepare a Waiata Tautoko to honour their work in 2027.

Danielle – One of the students was really powerful in themselves after experiencing loss and that was incredible to see.

Rhys – Acknowledge the continuity and presence of our former students in the kapa haka of SWIS at Newtown Festival.

Naomi – Discussing a connection with an environmental artist Grant Corbishley working in Houghton Valley and their community's 100 year plan for restoring their creek/awa, with some ideas for our awa.

Nicki – Discussed the work of Grant with members of the community and heard the ripples of his work throughout Pōneke.

Danielle – received a message discussing the idea of writing a waiata for our awa.

Trey – Appreciating and acknowledging everyone's work on the board.

Jahnelle – beautiful to see our tāmariki out at the festival celebrating their whakapapa and having a kani kani.

2. Constitution

Discussion undertaken to create a common understanding of what a constitution is across the board. Various constitutional documents were looked into with learnings taken from all in terms of content, context and purpose.

Key inclusions for further discussion:

- Definitions
- Decision making processes
- Structure and makeup of the board
- Process to amend constitution
- Key principles and declarations
- Storytelling and kawa

All discussion captured in detail by Sian and Naomi for our ongoing collaborative process to develop our constitution – the Te Tiriti caucus will come back to the board following Matariki with further developments to discuss with the wider board.

3. Leadership Report

Leadership report taken as read.

Acknowledgement to Jahnelle for their input to our Health & Safety meeting – Thursday 5 March.

Discussion in relation to our restorative processes and our respective role as board members within our community. The Board formed a document that outlined their response when a parent shares concerns. The document outlines the principles in restorative practice, the role of Board members, as well as existing policies that are relevant to response..

Motion: Accept application for leave – Mitchell Brennan

Moved: Amro

Seconded: Nicki

All: Approve

Motion: RESOLUTION FOR PUB CHARITY LTD GRANT APPLICATION

It was agreed at the committee meeting held on the 9th March 2026 of Newtown School Board of Trustees to apply to Pub Charity Limited for a Grant of \$6,331.90 to cover the costs of a pair of durable soccer goals for the school field.

Moved: Naomi

Seconded: Nicki

All: Approve

Motion: RESOLUTION FOR FOUR WINDS FOUNDATION LTD GRANT APPLICATION

It was resolved that a request be made to Four Winds Foundation Ltd for funding for the amount of \$6,331.90 This is to be used for the purchase of two durable soccer goals with nets for the school field.

Moved: Naomi

Seconded: Nicki

All: Approve

Motion: RESOLUTION FOR THE New Zealand Community Trust GRANT APPLICATION

It was resolved that a request be made to the New Zealand Community Trust for funding for the amount of \$6,331.90 This is to be used for the purchase of two durable soccer goals with nets for the school field.

Moved: Naomi

Seconded: Nicki

All: Approve

Mihi to the kapa haka at Newtown Festival.

Mihi to the Kaiako who are working hard in this week six of the year looking after and supporting our tamariki to grow - we have deeply caring and amazing staff.

Mihi to Sarah for the Refugee Flexible Funding approval.

4. Community Engagement

Nadia and Amro report back on the community survey conducted in late 2025.

- Discussion on valuable feedback from all respondents to the survey from the parents who were able to respond - overview of results and specific suggestions discussed with intention to further wānanga our school responses, particularly in relation to the work being done on how we assess, understand and communicate the learning journeys of our tamariki.

Eid celebration planned by parents for 27th March, with support for a bouncy castle.

Actions resulting from the 2025 Community Survey:

1. Switch from term weeks to "week beginning" in school newsletter (eg from week 5 to week starting 9th March)
2. A source of truth for term dates and teacher-only days - Hero?
3. Email/ newsletter intro of Board members and portfolios
4. Fundraising group idea explored

5. Board Co-Option

Discussion around a strategic approach to co-option and board makeup. When is a project based approach suitable to meet skills and needs that the Board has. i.e. finance, playground development, website design.

The Board noted it had previously discussed the purpose of co-option and is now considering whether it is necessary or if forming a subcommittee for project-based work would be more suitable.

Action point: Both governance groups caucus and come back with recommendations for co-option to the board.

6. Portfolios

Updates from:

- Finance
 - Health & Safety
-

Date for next meetings

Monday April 20th (3rd Monday)

Monday May 11th (2nd Monday)

Monday 8th June (2nd Monday) - dress up for World Ocean Day

Monday 20th July (3rd Monday)

Dates will be sorted for the rest of 2026 at June hui

Karakia Whakamutunga

Actions

#	Action	Assigned	Status
26.01	Ensure the various portfolios are covered.	Collective	Completed
	Invite Josephine to board hui	Noami, Sian	Completed
26.03	Investigate ways to report categories relating to ethnicity and/or origin that are better represented - aim to approve and align with kura values	Naomi + Danielle	In Progress
26.04	Submit on Education and Training Bill (System Reform) Amendment Bill - 14 January 2025	Noami + Collective	Completed
26.05	Review co option regulations and respond to those who are interested in being on the Board.	Collective	In progress
26.05	Continue to find parents interested in fundraising.	Collective	In progress
26.06	Add actions to the Strategic Plan especially for the Hapori	Danielle + Collective	In progress
26.07	Implement four recommendations from Community Survey	Nicki	
26.08	Co-option recommendations from each caucus	Collective	
26.09	Te Tiriti portfolio will bring recommendations back to the board for constitution development	Te Tiriti portfolio	

A handwritten signature in black ink, appearing to read 'Naomi Taylor', written in a cursive style.

Signed:

Naomi Taylor, Presiding Member