

**Minutes of the March 2025
Northern Health School Board meeting
held Thursday 20 March 2025
60 Khyber Pass Road, Grafton, Auckland**

Present: J. Huston, G. Kelly, J. O’Leary, S. Harrod (Co-Acting Principal), R. Tuwhangai, S. Willis-Baker (online), M. Campbell (online)

Apologies: J. Walker

Also in attendance: B. Ratcliff (Co-Acting Principal), A. Honey (Co-Acting Principal), R. Bourgaize (Minute Taker)

Meeting commenced 9.29am

Mihi/Whakatauki (S. Willis-Baker)

Conflict of Interest

Reminder to Board members of the need to declare any possible conflict of interest. None declared. Attendance sheet signed by all board members and accepted by Presiding Member.

Minutes of the previous meeting

The Minutes of the meeting held on Thursday 20 February 2025, were accepted as a true and correct record of events.

Moved: J. O’Leary, Seconded: M. Campbell. All in favour.

Matter arising from last meeting

Action point review – no other matters.

Correspondence

Outward x 1, Inward – Nil

The Board move to accept outward correspondence.

Moved: M. Campbell, Seconded: R. Tuwhangai. All in favour.

Strategic/Annual Plan update

The board was updated on progress and B. Ratcliff talked to the Hauora Committee Update Report 2025.

The Board move to accept the annual plan update and Hauora Committee Update Report 2025.

Moved: J. O’Leary, Seconded: G. Kelly. All in favour.

Draft Annual Report/Draft Financial Statements 2024

Move that the Board accept the Analysis of Variance 2024

Moved: S. Harrod, Seconded: R. Tuwhangai. All in favour.

Move that the Board accept the draft annual report/financial statements 2024.

Moved: M. Campbell, Seconded: S. Willis-Baker. All in favour.

Move that the Board give permission for the Presiding Member and Principal to sign off the financial statements 2024 without going back to a full board.

Moved: M. Campbell, Seconded: S. Willis-Baker. All in favour.

Board Approved Projects

S. Harrod talked to the report and tabled additional information in relation to non-prioritised and not required projects. The Board discussed the report and acknowledged the great work done by the Executive and Strategic Leadership Teams.

The Board move to accept the report and approve priority projects 1, 3 and 4 plus 2-e in principle.

Moved: J. O’Leary, Seconded: R. Tuwhangai. All in favour.

The Board move that the Executive Team start to build a project action plan in term 2 with funding considerations.

Moved: R. Tuwhangai, Seconded: S. Willis-Baker. All in favour.

The board agree funding up to \$100,000 to allow planning to begin to support and develop the action plans.

Moved: S. Harrod, Seconded: G. Kelly. All in favour.

[Action: Executive Team](#)

Curriculum Report for 2024

Transition Report B. Ratcliff talked to the report and acknowledged those staff who assisted with providing data for its development.

Student Progress in Numeracy and Literacy A. Honey talked to the report and advised evidence of equity could be observed in some of the data.

NCEA Report S. Harrod talked to the report and explained that we have no control over the data, as the results are solely provided by Te Kura and understanding of the relationship between Te Kura, the school of enrolment, and time on our roll make inferences around achievement challenging.

STAR Report S. Harrod talked to the report prepared by L. Song.

The Board move to accept the Curriculum Report for 2024.

Moved: S. Harrod, Seconded: R. Tuwhangai. All in favour.

The Board move to encourage the Executive Team to explore meaningful ways of showing student engagement and progression which reflect our VLO’s, with the understanding this is complex and will take time to develop, and that management request additional funding for this if required.

Moved: R. Tuwhangai, Seconded: G. Kelly. All in favour.

[Action: Executive Team](#)

The Board thank all staff who put work into curriculum reporting, including L. Wongso, L. Song, L. Bevan and R. Sharp.

Annual Review of Board Fees

The Board discussed the current fee structure and guidelines.

Move that board member fees per meeting, up to 4 hours, is increased to \$360 for board members, \$420 for deputy presiding member and \$500 for presiding member.

Moved: R. Tuwhangai, Seconded: M. Campbell.

Votes For: 4, Abstain: 2 (G. Kelly, S. Harrod), Against: 1 (J. Huston). Motion Carried.

Move that committee meetings formed as provided for in regulations be paid at 75% of normal board fee.

Moved: J. Huston, Seconded: G. Kelly.
Votes for: 6, Abstain: 1 (S. Harrod). Motion Carried.

Move that strategic planning meetings and whole board unit visits be paid double the normal meeting fee.

Moved: J. Huston, Seconded: M. Campbell.
Votes for: 6, Abstain: 1 (S. Harrod). Motion Carried.

Policies

Staff and Board Travel and Accommodation accepted.

Moved: S. Harrod, Seconded: M. Campbell. All in favour.

Policies for Review May 2025 meeting

Incidental Private Use of a School Vehicle by Principal - G. Kelly and R. Tuwhangai

General Business

Access to EdPay; Authorised User Report

Move that the Board receive confirmation from the principal that the authorised users of EdPay are currently employed by the school.

Moved: S. Harrod, Seconded: R. Tuwhangai. All in favour.

G. Kelly presented a significant painting as a gift for display in the NHS Boardroom. A. Honey, B. Ratcliff, S. Harrod and other board members thanked him for this.

G. Kelly requested a short timeslot at the June 2025 meeting for a presentation from Rosemary Sloman around how a Charitable Trust could work for NHS.

The Board move to enter public exclusion at 12.51pm and B. Ratcliff and A. Honey left the meeting.

Moved: R. Tuwhangai, Seconded: G. Kelly. All in favour.

The board move out of public exclusion at 12.57pm.

Karakia (S. Willis-Baker)

Meeting closed at 12.57pm

Next meeting 15 May 2025