

**Minutes of the December 2025  
Northern Health School Board meeting  
held Thursday 4 December 2025  
60 Khyber Pass Road, Grafton, Auckland**

**Present:** J. Walker (Deputy Presiding Member, *Chair*), J. Huston (online), R. Winder, H. Terstappen, S. Willis-Baker

**Apologies:** R. Tuwhangai

**Also in attendance:** B. Ratcliffe, T. Grieve, A. Honey (online), R. Bourgaize (Minute Taker)

Meeting commenced 9.34am

**Mihi/Whakatauki** (H. Terstappen)

**Conflict of Interest**

The Board was reminded of the requirement to declare any conflicts of interest. None declared.  
Attendance sheet for the 4 December 2025 meeting signed and accepted by the Deputy Presiding Member.

**Minutes of the previous meeting**

The Minutes of the meeting held on Thursday 6 November 2025 were accepted as a true and correct record.  
**Moved: S. Willis-Baker, Seconded: R. Winder. All in favour.**

**Matters arising from last meeting**

Action point review (Board Project Update).

**Correspondence**

**Inward:** T. Gray (AERA proposal), S. Kelly ERO, E. Stanford MOE

**Outward:** Statement to NHS staff from Presiding Member (*Pou Ahurea appointment; Commitment to Te Tiriti o Waitangi*), S. Kelly ERO

The Board discussed the proposal from staff member T. Gray and agreed to fund her attendance at the 2026 Annual Meeting of the AERA, where her research paper has been accepted for presentation.

The Board move to approve up to \$6,000 for T. Gray to attend the 2026 Annual Meeting of the American Educational Research Association, being held in Los Angeles, California from 8 – 12 April 2026 with estimated costs as provided in the draft budget.

**Moved: J. Walker, Seconded: R. Winder. All in favour.**

The board move to accept inward and outward correspondence.

**Moved: J. Walker, Seconded: S. Willis-Baker. All in favour.**

**Strategic/Annual Plan update**

The board reviewed the progress updates recorded in the Annual Implementation Plan 2025.

**Goal 1** R. Winder advised that the Curriculum Team has been renamed the Ako Team and acknowledged the Team's excellent work amid recent and recurring changes. L. Syddall has been appointed to lead the Ako Team in Term 1, 2026 during the DP's absence.

**Goal 2** The Board was advised that Pou Ahurea, D. Waiti, has met with 10 units across the region to date.

**Goal 3** The Board was advised that our data analyst has provided valuable and informative data, assisting with decision-making around resourcing, staffing, and supporting best practice.

**Board Project Update**

The Board was updated with progress and developments on the approved priority projects. R. Winder advised the Pasifika team has been meeting regularly and ongoing work will feed into next years programme. Three new community connections have been identified, and initial contact has been made, with the intention of establishing relationships to assist with community engagement.

The board was advised of the intention to move to the He Pikorua model, as an overarching umbrella for student engagement.

## **Principal's Report**

R. Winder summarised his report to the Board advising the current roll as at 28/11/2025 sits at 1913. The MOE plan to meet with health schools in Term 1, 2026 regarding the attendance management plan and its application within health school settings. A. Honey will be Acting Principal for the Central Regional Health School in Term 1, 2026 and her responsibilities will be managed by existing leaders during this period. The Starship leadership position has been confirmed, and M. Brookes will start in Term 1, 2026. R. Winder thanked J. Walker for participating on the Starship leadership appointments panel. All units completed checks for coloured sand and sand products. Three units identified potential items, with one requiring and passing testing. All items were disposed of safely.

## **HELP Proposal**

The Board discussed the HELP proposal and agreed for up to 8 staff members to attend this conference in 2026. The Board requested that staff attending conferences provide a brief report approximately 12 months after attendance, outlining the impact on student learning and on student and staff wellbeing, resulting from their attendance.

The Board move to approve attendance of up to 8 staff at the 2026 HELP conference, with an associated budget of \$32,000.

**Moved: R. Winder, Seconded: J. Huston. All in favour.**

The Board was advised of the latest updates on property matters around the region and agreed to the leasing of office space in Tauranga for the Deputy Principal's team. The Board agreed to approve contributions to the MOE for refurbishment costs for Whakatane, and for professional services relating to initial planning for refurbishment costs, for Gisborne, Taranaki, Starship and Waikato South.

The Board move to approve leasing of the Tauranga office space for a 2 year term at a cost of \$30,000 per annum.

**Moved: R. Winder, Seconded: J. Walker. All in favour.**

The Board move to approve contributions to MOE for refurbishment costs for Whakatane Unit, up to \$945,000, Gisborne, Taranaki, Starship and Waikato South, up to \$30,000 each, for professional services relating to initial planning.

**Moved: R. Winder, Seconded: H. Terstappen. All in favour.**

## **Professional Growth Cycle Process**

All teacher Professional Growth Cycle Reports will be completed by the end of the 2025 school year.

## **Policy Assurance**

R. Winder confirmed that the Board's policies have been followed during the course of the 2025 school year and that the school is meeting its legislative requirements.

The Board move to accept the Principals Report.

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

## **NHS Staff Tertiary Funding Requests**

The Board discussed the 2026 funding applications for tertiary study and agreed that any approved study should align with and support the strategic plan or address areas of need and meet with current policy guidelines. Guidelines for future applications will be provided at the next meeting.

Action  
J. Walker

## **Financial Statements**

The board discussed the Financial Reports and referred to the questions and answers asked prior to the meeting - refer to appendix A.

Move that the Board accepts the Financial Reports and Statement of Financial Position up to 31 October 2025.

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

## **Draft Budget 2026**

The Board discussed the Draft Budget for 2026.

The Board move to accept in principle the Draft Budget for 2026.

Moved: J. Walker, Seconded: J. Huston. All in favour.

### **Education Review Office**

The Board discussed the draft report and will respond to the review office as required.

### **Privacy Officers Report**

R. Winder talked to the report. H. Terstappen suggested a review of the wording of the consent area of the NHS application form to clarify that only information relevant to education and medical conditions affecting learning or safety is required.

The Board move to accept the Privacy Officers Report

Moved: R. Winder, Seconded: J. Walker. All in favour.

### **Hauora Committee Update**

The Board was advised that a pilot of the He Pikorua model will commence in 2026 across the Thames, Tauranga, Taranaki, and Northland units, with full implementation planned for all units in 2027.

### **PPTA/NZEI Strike Action Update**

The Board was advised that all education based collective agreements are under negotiation. The support staff agreement is nearing the end of its one-year extension, and we await advice on any potential impact for our support staff.

### **School Docs and NHS Specific Policies**

The Board was asked to review the Memorandum of Delegations due for review February 2026.

### **Te Whakarōputanga Kaitiaki Kura o Aotearoa (NZSBA) membership renewal**

The Board move to continue membership with Te Whakarōputanga Kaitiaki Kura o Aotearoa (NZSBA) in 2026.

Moved: J. Huston, Seconded: R. Winder. All in favour.

### **General Business**

The Board reviewed the 2026 meeting dates and will finalise these following receipt of availability from members not present.

The Board agreed that the 2026 Work Plan will follow the 2025 schedule, and J. Walker will review SchoolDocs board assurances, to confirm their inclusion.

The Board move to accept in principle the 2026 Work Plan, based on the 2025 schedule, and incorporate any additional requirements from the SchoolDocs Board Assurances.

Moved: J. Walker, Seconded: S. Willis-Baker. All in favour.

*The Board move to enter public exclusion at 11.38am and T. Grieve, B. Ratcliffe and A. Honey left the meeting.*

Moved: J. Walker, Seconded: R. Winder. All in favour.

*The Board move out of public exclusion at 11.43am and T. Grieve and B. Ratcliffe rejoined the meeting.*

J. Walker acknowledged and thanked the Executive Team, NHS staff and Board members for all their work during 2025.

The Board agreed for J. Huston to send out an end of year message to all staff on behalf of the NHS Board.

**Karakia** (H. Terstappen)

**Meeting closed at 11.53am**

**Next meeting February 2026 (date to be confirmed)**

Action  
All  
Members

Action  
J. Walker

