Minutes of the May 2026
Northern Health School Board meeting
held Monday 18 May 2026
60 Khyber Pass Road, Grafton, Auckland

Present: J. Huston, J. Walker, R. Winder, H. Terstappen, S. Willis-Baker, P. Moon (online)

Apologies: R. Tuwhangai

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

Meeting commenced at 9.34 am

Mihi/Whakatauki (Joanne)

J. Huston acknowledged the tragic circumstances relating to R. Tuwhangai and noted her apologies.

Conflict of Interest
Reminder to Board members of the need to declare any possible conflict of interest. Attendance sheet for 18 May 2026 Board Meeting signed by members and accepted by Presiding Member.

Minutes of the previous meeting
The Minutes of the meeting held on Monday 23 March 2026 were accepted as a true and correct record of events. **Moved: J. Walker, Seconded: S. Willis-Baker. All in favour.**

Matters arising from last meeting
Action point review *(later agenda items)*

Correspondence
Outward: Six letters to MoE Study Awards confirming board support for 2027 study award application
Inward: Six teacher requests for board support for 2027 study award application, Thank you letter from T. Gray (AERA Conference attendance)

The board move to accept inward and outward correspondence.
Moved: S. Willis-Baker, Seconded: H. Terstappen. All in favour.

Strategic/Annual Plan 2026 Update
R. Winder updated the Board on the progress of the Annual Implementation Plan, including curriculum changes, Pasifika consultation, community consultation, and the pilot of the growth goal-setting framework.

Principal's Report
R. Winder welcomed A. Honey back following her Acting Principal term at Central Regional Health School, thanked her for her contribution, and acknowledged the transition following her time in the role. R. Winder advised Board members that the current roll sits at 1406 and provided updates on the Te Puāwaitanga team, including challenges in recruiting staff for the unit, other staffing matters and potential study leave/cover arrangements, and unit-by-unit property progress.

Policy Assurance Check
R. Winder advised Board members that policies and procedures are up to date and have been implemented effectively, and appropriate actions have been taken to address any identified gaps in policy implementation.

Community Consultation
R. Winder spoke to the Community Consultation 2026 proposal for ongoing data gathering and analysis. J. Huston thanked H. Terstappen, D. Waiti, and R. Winder for their work on the proposal.

Move that the Board approve in principle the Community Consultation 2026 proposal.
Moved: R. Winder, Seconded: S. Willis-Baker. All in favour.

Move that the Board accept the Principal's Report.
Moved: R. Winder, Seconded: S. Willis-Baker. All in favour.

Annual Report/Financial Accounts 2025
The Board was informed that the financial accounts have not yet been received from the auditors.

Financial Reports
The Board discussed the financial reports and the questions and answers in Appendix A, noting that the responses in Appendix A were comprehensive.

Move that the Board approve a further $1000 to cover overseas travel costs, from $6000 already approved, to $7000. **Moved: R. Winder, Seconded: S. Willis-Baker. All in favour.**

Move that the Board accepts the Financial Reports and Statement of Financial Position up to 31 March 2026. **Moved: J. Walker, Seconded: R. Winder. All in favour.**

Staff use of private vehicle mileage reimbursement rate update
The Board was updated on the staff mileage claim process and confirmed that NHS will continue to align with IRD mileage rates as they are updated.

SchoolDocs Policy Review Term 2, 2026/NHS Specific Policies
The Board was advised the termly governance policies for Term 2, 2026 are available for review on SchoolDocs and that the NHS Specific Policy, Safe Driving, is also due for review.

The Board discussed EOTC procedures, reporting expectations, and the level of awareness required of EOTC events. The Board was advised that staff are currently undertaking EOTC training to ensure alignment with updated requirements, and that support is being implemented to assist Unit Leaders with EOTC reporting and approvals. The Board agreed that the Executive Team will report back to the June meeting with a suggested reporting format to provide assurance that appropriate processes are in place and to support the Board's confidence in the professional judgement and capability of staff. Action: Executive Team

Regional Health School Boards Conference Reflection
The Board agreed that the conference was successful.

June Board Meeting Unit Visit
The Board agreed to visit the Gisborne unit on 22 June 2026 and to hold the June Board meeting at that location.

General Business
The Board was reminded of the NZSBA Conference in July for those wishing to attend.

The Board move to enter public exclusion at 10.47am
Moved: J. Walker, Seconded: H. Terstappen. All in favour.

The Board move out of public exclusion at 11.39am and P. Moon left the meeting.

T. Grieve, B. Ratcliffe, A. Honey, R. Winder and S. Harrod rejoin the meeting at 11.41am

Karakia (Joanne)
Meeting closed at *11.42am*