

	Kaitaia Primary School Kia Ngawari (Be Understanding)		
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BOARD MEETING

Board Minutes:

Date: Monday, 29th June 2026

Committee/Board Members Present: Ian Kaihe-Wetting (Presiding Member), Brendon Morrissey (Principal), Martha Popata (Staff Representative), Chantal Drewet (Minutes Secretary), Riana Wihongi, Tui Matthews, Te Waru Popata, Bronwyn Beddows.

Non Committee/Non Board Members Present: RTLB Cluster Manager Susan Arrowsmith

Committee/Board Members Apologies:

Others Apologies:

Karakia/Whakawhanaungatanga: Te Waru Popata

Minutes of Previous Meeting:

Motion that Minutes are accepted as true and correct:

Moved: Te Waru Popata *Second:* Tui Matthews *Carried*

Action Plan / Matters Arising

Moved: Ian Kaihe-Wetting *Second:* Riana Wihongi *Carried*

Correspondence:

Inwards:

- [RTLB staffing review letter](#)
- Sabbatical request - in committee
- Principal's concurrence - in committee

Outwards:

- Sabbatical request - support letter (in committee)

Motion: That Correspondence inwards and outwards be received:

Moved: Bronwyn Beddows *Second:* Ian Kaihe-Wetting *Carried*

Declaration of Conflict of Interest

Motion: "As a Board, we formally declare that there have been no conflicts of interest documented or recorded since our previous board meeting".

Moved: Tui Matthews *Second:* Martha Popata *Carried*

RTLB Report: Susan Arrowsmith

- Financial report for RTLB has to be sent to the Ministry of Education tomorrow (30th, June)
- Engaged in a lot of PD throughout the year as RTLB.
- PD has helped the RTLB to work more collaboratively with Kura Kaupapa Maori.

- In the whole cluster there are 11 primary schools in the Far North, and there is a range of schools that RTLB work with
- We have increased numbers for individual support come through

Finance Report:

“That the 2026 Balance Sheet Budget and the 2026 Cash Flow Budget as prepared by Ask Accounting be accepted”.

Moved: Martha Popata

Second: Tui Matthews

Carried

“That the final 2026 budget be accepted with a \$5,731 deficit”.

Moved: Martha Popata

Second: Tui Matthews

Carried

Finance notes included with alterations to show the deficit differences between the draft deficit budget of \$37,013 and the final deficit budget of \$5,731 in the drive.

Health and Safety Report

Motion: “That the Health and Safety report is accepted.”

Moved: Riana Wihongi

Second: Ian Kaihe-Wetting

Carried

Principal's Report

2026 Roll

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	MALE	FEMALE	TOTAL
<u>Feb 20th</u>	0	40	45	49	44	52	59	143	146	289
<u>Mar 30th</u>	0	42	45	50	45	53	59	147	147	294
<u>May 27th</u>	1	44	44	47	44	53	60	148	145	293
<u>June 29th</u>	2	43	44	48	45	53	60	149	146	295

Attendance 2026

Term 2	Attendance %	No.Students	Days Open
Week 1	82.37%	295	10/10
Week 2	84.14%	297	8/8
Week 3	84.03%	299	8/8
Week 4	86.04%	296	10/10
Week 5	86.49%	294	10/10
Week 6	84.15%	293	10/10
Week 7	77.94%	296	8/8
Week 8	83.66%	299	10/10
Week 9	86.84%	294	10/10

Week 10	68.14%	295	10/10
Weekly Average Attendance across all classrooms = 83.24% (from 20.04.26 - 26.06.26)			

Curriculum:

2026 KPS Reading	Feb At/Above = 16%	June At/Above =32%	Nov At/Above = 52% in 2025 (small majority)
2026 KPS Writing	Feb At/Above = 8%	June At/Above =22%	Nov At/Above = 40% in 2025 (less than half)
2026 KPS Maths	Feb At/Above = 35%	June At/Above =44%	Nov At/Above = 52% in 2025 (small majority)

Self-Review:

Governance Manual updates - this is something we should look at and completely update by the end of 2026...

Personnel:

We have advertised, shortlisted and interviewed for a Fixed Term Teacher to work in Room 3 until the end of the 2026 school year. Joining our Teaching staff in Term Three will be Kaye Healey who is our new Fixed-Term teacher in Room 3.

Property:

[Fire Alarm Upgrade Notice](#) - for work to be done in 2027

[Updated 5YA with amendments](#) - we've received MOE approval and our Project Manager (Tristan Simpkin from Arcline Design) is in discussions with Stonecraft and Shade Structures to sort when they can do the work we require.

[Nga Iti Kahurangi property updates](#) - funded by MOE (this is separate to our 5YA and 10YPP)

Finance:

As per the report from Sharon Patrick.

RTLB:

Several Permanent and Fixed-Term jobs have been offered to new staff. Susan has a full breakdown of the new roles in her report.

RTLB National Exec hui - Wednesday 12th August in Wellington @ MOE building. I will fly down on Tuesday 11th August, stay overnight, then fly back after the hui on the 12th August. I'll be back to work at KPS the following day (Thursday 13th August).

TTPA:

The TTPA inducted nine new life members. All recently retired Principals from Tai Tokerau who have served on Exec panels during their tenure in TTPA.

We had a busy day with lots of important discussions which we hope you will be able to take back to your organisations and discuss at upcoming district meetings.

1. Changes to Teachers Council re: no elected members

The Government has moved to remove elected teacher representatives from the governing body of the Teaching Council of Aotearoa New Zealand, replacing them with fully ministerial appointments. This is part of amendments to the Education and Training Amendment (System Reform) Bill currently before Parliament. ([Scoop](#))

Previously, the Council included elected representatives from sectors such as primary, secondary and early childhood teaching. The earlier reform proposal reduced elected positions, but the latest amendment reportedly removes them altogether. ([Scoop](#))

2. Changes to ERO

Some principals have a real concern that the [new model of ERO reports](#) will have an impact on us.

- The comparison is unfair
- The context of every school is different and this is a real concern. There is no room for the narrative. There are 14 areas you get measured against and these things will be colour coded.
- There are concerns about the ability of the evaluators

In the coming weeks the TTPA will create a survey to gain Principal's thoughts around these two issues and then decide if further action should take place.

Introduction of Amendment Paper for the Education and Training (System Reform) Amendment Bill

I am writing to let you know that the Government's Education and Training (System Reform) Amendment Bill passed its Third Reading in Parliament yesterday.

The Bill introduces a range of reforms that aim to clarify key roles and responsibilities across the education system. These include:

- establishing the New Zealand School Property Agency (NZSPA), as a Crown entity, to manage, plan, build, maintain and administer the education property portfolio by no later than 1 November 2026.
- the transfer of regulatory functions from the Ministry of Education to the Education Review Office (ERO), including early childhood education, school hostels, and private schools by no later than 1 November 2026.
- shifting responsibility for setting standards and criteria for the teaching workforce from the Teaching Council to the Secretary for Education.

In addition to the transfer of setting standards and criteria for the teaching workforce, the Bill makes other changes to the role and governance of the Teaching Council, including:

- strengthening the Council's focus on protecting child safety, its quality assurance functions for initial teacher education, and its reporting and monitoring arrangements.
- **requiring the Council to give effect to government policy directions** while also confirming the independence of the Council's decision-making in individual cases.
- **reducing the Council from thirteen members to between seven and nine members, all appointed by the Minister, including at least three members with a minimum of five years' education sector experience** to provide sector knowledge and insight.
- changing the threshold for **removal of appointed Council members to be at the Minister's discretion** and introducing term limits for the Chief Executive.

Other reforms include:

- updates to curriculum regulatory settings, including regular rolling reviews of curriculum areas and a requirement for schools to provide parents with better health curriculum information which replaces the requirement to consult about the delivery of the health curriculum.
- clearer roles for the Ministry and ERO in responding when a school of 'serious concern' is identified.
- changes to attendance exemptions, including enabling the Secretary for Education to create attendance exemptions rules, which will come into effect on 1 January 2027.
- changes to physical restraint requirements in school hostels, which will come into effect on 1 July 2027.
- mandatory school participation in system monitoring studies (when selected), such as the OECD's Programme for International Assessment (PISA).
- updates to the charter school model to enable multi-school contracts and provide more certainty for converted charter schools that a similar type of state school may be established if their contract ends.
- micro-credentials to be reported to NZQA and other minor technical changes to support vocational education and training.

Now that the Bill has passed the third reading phase, the Ministry will progress its work implementing the reforms and will provide more detailed information on what this means for the sector as work progresses.

The final step for the Bill is Royal Assent when the Bill becomes law, which will happen shortly. [Parliament's website](#) will be updated once the Bill has Royal Assent and the new legislation will be available on the [New Zealand Legislation website](#).

From Andy Jackson, Hautū | Deputy Secretary, Te Pou Kaupapahere | Policy, Ministry of Education

Physical Restraint Incidents Reported: None

Motion: That the Principal's report is accepted by the board

Moved: Ian Kaihe-Wetting

Second: Tui Matthews

Motion:

Policy Review (Attached below)

[Protected Disclosures Policy](#)

[Compulsory School Uniform Policy](#)

[School Bus Policy](#)

Motion:: That the policies be accepted by the Board:

Moved: Te Waru Popata

Second: Riana Wihongi

Carried:

General Business:

Signed as True and Correct



Closing Karakia: Te Waru Popata

Meeting finished: 07:40pm

Next Meeting: Monday 27th, July

Ian Kaihe-Wetting
Presiding Member

29th June 2026