

**MINUTES OF
BOARD OF TRUSTEE MEETING
Held 25 June 2026 @ 4.45pm
Held in Massey High School, Board Room
274 Don Buck Road, Massey, Auckland 0614**

1 ADMINISTRATION

- 1.1:** Messrs: Alastair Fairley (Principal), Wade Hansen, Sunil Kushal
Mesdames: Ana Pickering, Eriko Taingahue, Saphira Walder (Student Rep)
In Attendance: Cecelia Wilcox (Minute Secretary replacing Elaine for meeting)
- 1.2: Apologies:** Anna Latu, Jessica Wilkins, Desiree Tukutama, Karl Goddard (Staff Rep)

1.3: Any Conflict of Interest to be Declared

- Nil.
- Only if Jess was here, to do with tuckshop. Possible new provider but Jess will stay on in some capacity
 - Wade asking if there is a conflict register to have at the school. A good idea to set one up.

2. DISCUSSIONS

2.1: Board Task Checklist – Term 1 & 2

- Wade and Elaine to catch up over term break to go over check list.

2.2: Board Workplan 2026

- Wade and Elaine to catch over term break to create conflict register and look at workplan.

2.3: Policy Reviews

- The committee is to meet during term break to review policies.

3. DECISIONS / POLICY REVIEW

3.1: Hockey Girls Gold Coast Trip

- The Director of Sport, Nikki Witehira requests a change of date for this trip from September/October to July 2027. Using half week of week 10 Term 2 and half week of first week of school holidays (7 day tour). Reasoning for this change is the cost during the next holidays due to Rugby World Cup increasing all expenses.
- Sunil suggested to apply to Asia/NZ foundation for funding?

MOVED by the Board of Trustees to allow the change in dates for this trip.

Fairley/Kushal: Carried

3.2: UK Tour EOTC Forms

- All documentation in progress.
- Are there any questions??
- Eriko and Ana mentioned how much there is to read through when looking at overnight and overseas trips, the SOPs folders are very excessive. Alastair suggested that Cecelia speak with Rob about streamlining the SOPs to make them applicable to all trips and only have to mention specific/definite activities.

3.3: Tournament Week EOTC Forms

- Completion across all codes:
Football (girls and boys)
Netball (UNISS)
Basketball
Curling
Equestrian
Mountain Biking
Hockey (girls and boys)
- All involve overnight stays; will be sent to sub-committee in timeframe
- Cecelia Talk to Rob about streamlining the SOPs folders

3.4: Student Rep Returning Officer

- Elaine Curtis is willing to undertake these duties again in 2026.
- She seeks approval to be paid the usual amount of \$1,000.00 as returning officer.

MOVED by the Board Chair that Elaine Curtis will receive \$1,000.00 as returning officer for the Student Elections 2026. Taingahue/Hansen: Carried

3.5: International Travel

- Further to the international travel approved at the May meeting, further approval is sought for Yuhi Narita to travel to Osaka 17th to 24th September, to meet with the parents of the three (possibly four) students who are planning to come to NZ for our rugby programme. This visit is also an opportunity to connect with other prospective families, further promote the programme, and strengthen our relationship with Seiko Gakuen and other schools in the Osaka region.
- In addition, Yuhi will be working to build pathways for students who may not be coming for rugby but are interested in our wider academic programmes.
- Overall, we anticipate that the return on this \$5,000 investment will be well above the initial outlay, both in terms of confirmed enrolments and longer-term partnership development.

4. MONITORING

4.1: Principal's Report

- Isaac Wilson has added an update to this.
- Still waiting on details on how much extra funding we're getting, likely targeted to D block. School managed project. Need to get a timeframe.
- Need to chase up on the new block. Could be in and up and running by the end of the year.
- Papa Frank 15-20hrs pastoral support for Te Whare Ahuru and Māori students throughout the school. We will have a whakataua and powhiri for him next term.
- Ana asking about ball venue mentioned in Alastair's report. It is Grand Millenium, not Pulman as mentioned in report.
- CrossFit story on 7 sharp was amazing. Terry Smyth noted spelling wrong on the gym, will get this fixed.

MOVED that the appointments as per the Principal Report be accepted.

Kushal/Walder: Carried

MOVED that the Principal's Report be accepted.

Fairley/Taingahue: Carried

4.2: Student Rep Report

- Saphira spoke to her report.
- Students are missing house engagement due to the timetable. Need more house assemblies. The current assemblies are disruptive due to timings, there's not enough time to get everyone in, and they usually run over into the next class.
- School lunches are better this year than last. Nice that they're hot this year. We need more than one station though.
- Alastair reported that another lunch station is being set up under the covered area near B-block now that the works been completed.
- Use of AI at school has increased. Students trying to get away with it. Using detection with the Turnit-in programme.
- Alastair mentioned that the English department will be getting, write-wise programme that students can use to get real time feedback, up to scholarship level

MOVED that the Student Report be accepted.

Walder/Kushal: Carried

4.3: Finance

- (a) SUE reports for checking – PP2705, PP2706 – including sick leave reports
No questions raised on the reports
- (b) Alastair notified the board that accounts for payment for May 2026 are all tracking within the 2025 budget.
- (c) Due to unforeseen issues with plumbing throughout the school this year we have exceeded the budgeted amount for plumbing. This will balance out with repairs and maintenance general budget as this will have leftovers.
- (d) We are also over budget with promotion and marketing. Posters etc, 3 videos made as well. Approx 2k over budget but will be worth it.
- (e) Eriko went to a board PD. Lifting achievement; Wade asked her how the Board can help to achieve this. Staff wellbeing is important.
Send a survey out to ask how the school can support staff.
Wade said it would be good to have more staff at the Christmas function. This year is an activity. Ana is asking what the date is.
- (f) Wade suggested a BBQ for staff one day. He would come in and cook it

5. ADMINISTRATION

5.1: Confirmation of Previous Minutes

MOVED that the Minutes from **28 May 2026** are a true and correct record.

Deferring Board task checklist and workplan. Alastair will upload evidence and summary
Ana asking what week in holidays we are getting together? Wade says wait for Elaine.

Pickering/Taingahue: Carried

Matters Arising from May Minutes

- Kirstin Oto Complaint

5.2 Correspondence

Inwards Correspondence – MAY/JUNE 2026

Southeast Asia Marketing Trip Report from Joshua Brodie

Outward Correspondence – MAY/JUNE 2026

Nil

Matters Arising from Inwards Correspondence:

- Joshua marketing trip;
- Mainly Indonesia. 2nd tier cities in Thailand.
- Working closely together with other schools such as St Dominics.
- Promising leads as they are looking for a market other than Australia.

MOVED that we accept Inward Correspondence

Hansen/Pickering Carried

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MOVED from the chair at 5:30pm that in terms of section 48 of the Local Government Official Information and Meetings Act 1987, the public be excluded from this part of the meeting, namely complaint by Kirstin Oto and student discipline because members of the public have a pecuniary interest. Hansen: Carried

MOVED from the chair at 5:37pm that we come out of committee and all motions are ratified. Hansen: Carried

5.3: Discipline

- An update on students was discussed in committee.

6. MEETING CLOSURE

6.1: Comments on meeting procedures and outcomes

Nil

6.2: Preparation for next meeting

Nil

6.3: Identify Agenda items for next meeting

- Board Workplan
- Term 1 and 2 Checklist

GENERAL BUSINESS

Nil

Meeting Closed: 5:40pm

Next Meeting: 27 August 2026 @ 4.45pm

Chair: _____

Wade Hansen

Date: _____

Principal: _____

Alastair Fairley

Date: _____