



Minutes of Coatesville School Board of Trustees Meeting

Date:	Tuesday 9 September 2025
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Meeting Opened:	6:45pm Item #1 In; 6:45pm - Out; 6:49pm Item #9 In; 9:38 pm - Out; 9:55pm
Meeting Closed:	9:55pm

Present: (Board)	Belinda Finlayson Karina Mitchell Caleb Rosamond Anna Liguori Bridget Wood Aaron Dando Richard Johnson (Principal)
Observers:	Corin Armstead (6:49pm - 9:33pm) Andy Staples (6:49pm - 9:33pm) Luke Prangley (6:49pm - 9:33pm) Mike Taylor (6:49pm - 9:33pm) Brendon Cullen (6:49pm - 9:33pm)

Item 1: In Committee

Matters arising:
- Nil

Item 2: Action items from the previous meeting

Action	Who	Outcome
Collate the Student Achievement Report information to share with the parent community	Bridget & Richard	Completed
Share the finalised Finance Report with the Board via email	Aaron	Completed
Share the updated Student Behaviour Management expectations and procedures with whānau	Richard	Completed
Share with whānau via the newsletter that the above policies are up for review on SchoolDocs and that they can provide feedback	Richard	Completed
Share Board feedback regarding the Child Protection & Abuse Recognition and Reporting policy with SchoolDocs	Bridget	By next meeting

Item 3: Consent agenda

For approval:
2.1 Apologies and Correspondence 2.2 Approval of minutes from the previous meetings 2.3 Finance report 2.4 Chairperson's report 2.5 Principal's report 2.6 Conflicts of interest
Matters arising:
- Nil

Approved:	Unanimous
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Item 4: Principal's Report Recommendations

Self Review: Coatesville School Strategic Plan 2026-2028
Matters arising:
<ul style="list-style-type: none">- MOE Reporting to Parents & Whānau and what we can expect from MOE in Term 4- MOE Staffing to support Structured Literacy & Structured Mathematics implementation- How can we collect a wide range of feedback and views from the community regarding the new strategic plan

Action arising	Who	When
Share any questions and comments regarding the new curriculum, student assessment and student progress reporting at Coatesville School.	New BoT	Next meeting

For Approval: Speaking Rights for New Board of Trustees
The members of the new Board of Trustees to be granted speaking rights

Approved:	Unanimous
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Policy Review: Food and Nutrition and Missing Student Procedure
Matters arising:
Food & Nutrition: How aligned are the current food offerings provided by FOTS with this policy?

Action arising	Who	When
Review how the school is fulfilling the Food & Nutrition policy	New BoT	Next meeting
Share with whānau via the newsletter that the above policies are up for review on SchoolDocs and that they can provide feedback	Richard	By next meeting

Finance: Sponsorship

Matters arising:

The sponsorship proposal provided by Next Level Construct was examined and discussed.

Action arising	Who	When
The new BoT to further examine and discuss the proposal at the next meeting	New BoT	Next meeting

Finance: School Camps

Matters arising:

The viability of the Year 3 & 4 and Year 5 & 6 camps was examined and discussed based on the number of contributions made as at 9th September

For Approval: School Camp Funding

That the Board of Trustees approves the expenditure necessary to cover the Year 3 & 4 and Year 5 & 6 camp shortfall, (which is currently estimated to not to exceed \$6,000) due to less students attending than budgeted.

Approved:	Unanimous
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Property: Furniture - Library shelving

Matters arising:

- Nil

For Approval:

Accept quote from Educated Furniture for \$7,752.15 shelving for the Library

Approved:	Unanimous
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Item 5 Elections/Board Handover:

Matters arising:

- Interim Presiding Member
- Board Ag Day Responsibilities

For Approval: Interim Presiding Member

The Board of Trustees appoint Bridget Wood as the Interim Presiding Member of the Coatesville School Board of Trustees, effective immediately, until a permanent Presiding Member is elected at the the first Board meeting of 2026

Nominator	Mike Taylor
Secunder	Andy Staples
Approved:	Unanimous

Item 6: Health & Safety

Matters arising:

- Nil

Approved: Unanimous

Item 7: Other matters

- Comms Calendar
 - Items for Board Spotlight
- FOTs update
- Kahui Ako Update

Matters arising:

- Items for Board Spotlight
 - Meeting with the new Board of Trustees members
 - Policies currently under review on SchoolDocs
 - New Board induction on 8th Oct with a focus on planning for the strategic plan
- FOTs update

Item 8: In Committee

Matters arising:

- Nil

Action items for the NEXT meeting

Action	Who	When
Share any questions and comments regarding the new curriculum, student assessment and student progress reporting at Coatesville School.	New BoT	Next meeting
Review how the school is fulfilling the Food & Nutrition policy	New BoT	Next meeting
Share with whānau via the newsletter that the above policies are up for review on SchoolDocs and that they can provide feedback	Richard	By next meeting
The new BoT to further examine and discuss the proposal at the next meeting	New BoT	Next meeting
Share Board feedback regarding the Child Protection & Abuse Recognition and Reporting policy with SchoolDocs	Bridget	By next meeting



Signed:
(Presiding Member)

Date: 11 November 2025