



MINUTES OF COCKLE BAY SCHOOL BOARD MEETING HELD ON

18 June 2026 at 5:00pm

Present - D. Bigwood (Principal), S. Akania, S. Bason, M. Bramwell, N. Dykes, and K. Rivett

Apologies - G. Webster (Presiding Member)

In attendance - D. Marshall and G. Gartland took the minutes

Visitors - None

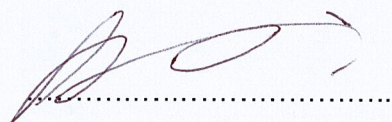
Time spent on Board business since last meeting Hours spent on Board work

Agenda Item	Discussion
Welcome & Introductions	S Bason chaired the meeting
Declaration of any conflicts of interest for this meeting	None
Related Party Transactions	Non - Arms Length Transaction - None (items provided at a rate lower than the market value) Arm's Length transaction - None (purchased at market value price no disclosure required)
Confirmation of the minutes of the previous meeting	<i>Moved K Rivett / Seconded S Akania / Carried</i>
Matters arising from previous minutes not already covered	None
Comms and Reminders	Remember to enter your time spent on Board business into the google doc.
Principal's Report	The Principal's report is accepted - The following are approved: <u>Curriculum and Student Achievement Assurance</u>: Every student is able to attain their highest possible standard in educational achievement. The school gives effect to board obligations in relation to foundation curriculum policy statements, national curriculum statements, national performance measures, and teaching and learning programmes. The principal and staff have developed and implemented teaching and learning programmes that give effect to foundation curriculum policy statements and national curriculum

Agenda Item	Discussion
	statements and give students access to a nationally and internationally recognised qualifications system. • Updated Policy: <u>Identifying and Responding to Suspected Child Abuse or Neglect</u> • Updated Policy: <u>Recording Photos, Video, and Sound</u> 2. The Cockle Bay School Annual Report 2025 is approved. 3. L.S.A.s and other Support Staff who have successfully completed the training module may restrain a student in accordance with the Ministry guidelines. 4. The Board approves the principal's expenditure on staff hospitality at end of term, team leaders' breakfast Terms 1-3 and special celebrations such as ERO visit/report. 5. 2027 Term Dates are approved. 6. The Principal's professional growth cycle has been negotiated/implemented and outcomes discussed between the Principal and Presiding member. <i>Moved S Bason / Seconded N Dykes / Carried</i>
Finance (G Webster, S Bason)	The Schooled May Financial Report discussed. Temu purchases be aware of the lead content. We need to look into this further from a Health and Safety aspect. <i>Moved M Bramwell / Seconded K Rivett / Carried</i>
Policy and Review including SchoolDocs (N Dykes)	We have had a policy review meeting and we are up to date on all our policies. <i>Moved M Bramwell / Seconded S Akania / Carried</i>
Health and Safety (S Akania)	Year 3 playground incidents discussed - we will try rostering student's use. Sian will look into the data and report back at the next meeting.
Property (M Bramwell)	Two quotes received to replace the tiles outside the office entrance. We will accept Coleman Residential Ltd quote of \$1,708.95 +GST. Dorothy and Mark met with a contractor re the drainage issues around the dome and pool areas plus the area around room 27 where it tends to flood. He will come back with some quotes. We have been included in the Ministry's Fire Alarm Upgrade (FAU) Programme which is a Ministry-led initiative to upgrade school fire alarm system to the ensure we meet • Ministry Fire Safety Standards • New Zealand Building Code • NZS 4512:2021 (Fire Detection and Alarm Systems in Buildings) We are working on getting Room 25 windows replaced as part of our 5YA, \$42,435.00 (including GST).

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	Dorothy is struggling to find a flat area within the school grounds to put in a gaga pit. <i>Moved N Dykes / Seconded S Bason / Carried</i>
Any Other Business (A.O.B)	<i>None</i>
Correspondence In/Out	Inward as per Board papers and circulated by email - See Google Drive Outward - See Google drive
Public Excluded Business (PEB)	Solange Bason moved that we go into PEB at 5:40pm to discuss issues to protect the privacy of natural persons and governance. She also moved that D. Marshall be permitted to remain at this meeting due to his knowledge on these matters, after the public has been excluded. Out at 6:01pm
Next Meeting	20 August 2026 5:00pm <i>19</i>
ACTIONS	Sian is going to review the Year 3 playground accident data and report back at our next meeting.

Meeting closed at 6:01pm



19/8/26