



Silverdale School Board Hui Minutes

Hui Held: Monday 10 August 2026

Time: 7.00pm

Location: School Hui Room

Minute Taker: Anne Reid (Secretary)

1. Administrative

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
1.1	Karakia/Mihi & Welcome	The Presiding Member (PM) opened the hui with a mihi and karakia at 7.00pm.		
1.2	Check In			
1.3	Attendance & Apologies	Present: David Powles (PM), Cameron Lockie (Principal), Jamie Summers, Graham Franklin, Sarah Betts (Staff Rep), Jessica Drey, Gair McSkimming, Lynn Scott (DP), Laura Webster (DP).		

		Apologies: Absent:		
1.4	Declaration of Conflicts of Interest	Related Party - Jamie Summers spouse of Sarah Summers (Teacher) and Graham Franklin spouse of Alex Franklin (Team Leader)	Related Parties are noted	
1.5	Confirmation of Previous Minutes	Minutes from the 15 June 2026 hui were reviewed for accuracy. A correction was noted regarding the spelling of Jamie's name in the previous minutes	RESOLUTION 2026/10/01: That the minutes of the 15 June 2026 hui be confirmed as a true and accurate record. Moved: David Powles Seconded: Jamie Summers Carried.	
1.6	Matters Arising from the Minutes	<i>Discussed actions not covered below.</i>		
1.7	Speaking Rights	To be considered / granted for Laura Webster, Lynn Scott and any other members of the public.	Speaking rights granted for Laura Webster and Lynn Scott. Moved: David Powles Seconded: Gair McSkimming Carried.	

2. Governance and Strategy

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
2.1	Strategic Goals Review	2.2.1 -		
2.2	Policy Review	Term 3 Policies School Community Engagement Policy - Board review Inclusive School Culture - Board review Student Attendance - Board review Concerns and Complaints Policy - Board review		
2.3	Correspondence	As attached	RESOLUTION 2026/10/02: That we accept all general and outward correspondence as correct. Moved: David Powles Seconded: Graham Franklin	

			Carried	
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3. Finance and Property

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
3.1	Financial Report	Financial Report June 2026 Financial Report July 2026 The Board noted the current deficit and agreed to monitor it closely.	RESOLUTION 2026/10/03: That the Financial Reports for June and July 2026 be approved. Moved: David Powles Seconded: Jamie Summers Carried.	
3.2	Property Update	Update on 5YA/10YPP project status (e.g., status of the passive play area funding) Removal of Temporary Classrooms: Cameron Lockie reported that asbestos removal in the relocatable classrooms was successfully completed over the weekend of 8–9 August 2026. Additionally, one classroom has been slated for	RESOLUTION 2026/10/04: That the Silverdale School Board receives the Property Report Moved: David Powles Seconded: Sarah Betts Carried. RESOLUTION 2026/03/05:	

		demolition due to extensive water damage. Gate Installation: It was reported that the fabrication of the gates is complete, with installation scheduled following galvanization		
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4. Tumuaki / Principal's Report

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
4.1	Tumuaki / Principal's Report	Cameron Lockie went through the report. Out-of-Zone Enrolment Ballot for Years 1-3: Cameron Lockie circulated a recommendation and proposed motion via email regarding an out-of-zone enrolment ballot for Years 1 - 3 2027. If passed the Cameron Lockie will finalise the exact number of available places per year level. Publish the ballot notice and application deadlines in local community channels and on the	Motion: "That the Silverdale School Board approves the opening of Out-of-Zone enrolment places for Year 1, Year 2 and Year 3 students for the 2027 school year, in accordance with Section 71 of the Education and Training Act 2020; and directs the Principal to advertise the ballot dates, priorities, and available places in accordance with Ministry of Education guidelines" Decision: Approved unanimously by responding members (4 Board Members and the Staff Representative voted in favour via email).	

		school website ahead of the Term 3/4 deadlines. Conduct the ballot under standard Ministry priority criteria (siblings of current students, siblings of former students, children of board employees, etc.). Cameron Lockie attached a presentation he gave to all staff highlighting the implications of a declining roll. The Board expressed support for the Cameron Lockie to market out-of-zone placements using local newspapers and Facebook pages. Cameron Lockie will initiate preliminary discussions regarding the process for recapitating Year 7 and 8 students. Cameron Lockie will conduct a community survey to gauge interest in extending the school's offering to include Year 7 and Year 8 students.	RESOLUTION 2026/10/05: That the Board receives the Principal's Report. Moved: David Powles Seconded: Jessica Drey Carried.	
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5. Reporting and Compliance

Item	Topic	Discussion Summary	Motion/Resolution	Action/Responsibility
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		(Governance/Decision Focus)		
5.1	Health and Safety Report	Review H&S checklist, hazard register, and incident reports for the month. Health and Safety Report Amendment: Row 2, column 4 total corrected from 0 to 2.	RESOLUTION 2026/10/06: That the board receives the H&S checklist, hazard register and incident reports. Moved: David Powles Seconded: Graham Franklin Carried.	

6. Concluding Ite

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
6.1	Confirm Next Hui Date	2026 Dates Monday 21 September Monday 2 November Monday 7 December No change		
6.2	Close of Hui Karakia.	Hui closed with a karakia.	N/A	
6.3	Public Excluded Session (if	<i>Resolution was moved and carried to exclude the public at 7.57pm.</i>	RESOLUTION 2025/10/06: That the public be excluded from the remainder of the hui to discuss confidential employment and property matters,	

	needed)		pursuant to the section 48(1) of the Local Government Official Information and Meetings Act 1987. Moved: David Powles Seconded: Cameron Lockie Carried.	
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Approved By:



David Powles

Presiding Member, Silverdale School Board of Trustees

Date Approved: 21 September 2026