



Silverdale School Board Hui Minutes

Hui Held: Tuesday 09 December 2025

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), Jessica Drey, Jamie Summers, Graham Franklin, Gair McSkimming, Sarah		

		Betts (Staff Rep), Lynn Scott (DP), Laura Webster (DP). Apologies: . Absent: None.		
1.4	Declaration of Conflicts of Interest	Related Party - Jaime 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 03 November 2025 hui were reviewed for accuracy.	RESOLUTION 2025/12/01: That the minutes of the 03 November 2025 hui be confirmed as a true and accurate record. Moved: David Powles Seconded: Jessica Drey 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, Anne Reid and any other members of the public. Moved: David Powles Seconded: Jamie Summers Carried.	

2. Governance and Strategy

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
2.1	Strategic Goals Review	In Principal's report		
2.2	Policy Review	<p>Term 4 Policies</p> <p>Bullying and Harassment</p> <p>Behaviour Management</p> <p>Minimising Physical Restraint</p> <p>Cameron Lockie explained how the previous board would review the policies.</p> <p>Board to check and come to the next meeting with any updates or changes. The board is happy to continue to do it this way.</p> <p>Cameron Lockie will add the board assurance policies.</p> <p>Current policy review - no comments form the board.</p>	<p>RESOLUTION 2025/12/02: That we accept the policies reviewed.</p> <p>Moved: David Powles Seconded: Graham Franklin Carried</p>	
2.3	Correspondence	As attached	RESOLUTION 2025/12/03: That we accept the applications Out of Zone and / or to remain at Silverdale School.	

			<p>Moved: David Powles Seconded: Sarah Betts Carried</p> <p>RESOLUTION 2025/12/04: That we accept all general and outward correspondence as correct. Moved: David Powles Seconded: Sarah Betts Carried</p>	
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3. Finance and Property

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
3.1	Financial Report	<p>Financial Report 31 October 2025</p> <p>Financial Report 30 November 2025</p> <p>PD budget spending is lower this year as some PLD is being funded by the MOE and we have had in house training.</p>	<p>RESOLUTION 2025/12/05: That the Financial Report for the month ending 31 October 2025 and the schedule of payments totaling \$634,35.00 be approved. Moved: David Powles Seconded: Jamie Summers Carried.</p> <p>RESOLUTION 2025/12/06: That the Financial Report for the month ending 30 November 2025 and the schedule of payments totaling \$235,779.00 be approved. Moved: David Powles Seconded: Jamie Summers Carried.</p>	

		Board are aware that with a roll drop the Operational Grant will also drop.		
3.2	Property Update	<p>Update on 5YA/10YPP project status (e.g., status of the passive play area funding)</p> <p>10YPP/5YA Amendment</p> <p>Property report - to add to the Christmas brake schedule</p> <p>Back Flow prevention testing - Sprinkler system</p> <p>Courts surface grooming</p> <p>Server upgrade.</p> <p>The MOE are funding these maintenance jobs.</p>	<p>RESOLUTION 2025/12/07:</p> <p>That the Silverdale School Board approves the 10YPP/5YA Amendment</p> <p>Moved: David Powles Seconded: Gair McSkimming Carried.</p>	

4. Tumuaki / Principal's Report

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
4.1	Tumuaki / Principal's Report	<p>Cam gave an explanation about our Strategic Goals.</p> <p>Gair Mcskimming will attend the farewell staff morning tea.</p>	<p>RESOLUTION 2025/12/08: That the Board receives the Principal's Report.</p> <p>Moved: David Powles Seconded: Jamie Summers Carried.</p>	

		David Powles will attend the Year 6 graduation.		
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5. Reporting and Compliance

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
5.1	Health and Safety Report	Review H&S checklist, hazard register, and incident reports for the month.	<p>RESOLUTION 2025/12/09: That the board receives the H&S checklist, hazard register and incident reports.</p> <p>Moved: David Powles Seconded: Gair McSkimming Carried.</p>	

6. Concluding Items

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
6.1	Confirm Next Hui Date	<p>2026 Dates Monday 2 March Monday 30 March Monday 11 May</p>	<p>RESOLUTION 2025/12/10: That the Board sets the 2026 Hui dates to Monday 2 March Monday 30 March</p>	

		Monday 15 June Monday 10 August Monday 14 September Monday 2 November Monday 7 December	Monday 11 May Monday 15 June Monday 10 August Monday 14 September Monday 2 November Monday 7 December Moved: David Powles Seconded: Jessica Drey Carried.	
6.2	Close of Hui Karakia.	Hui closed with a karakia.	N/A	
6.3	Public Excluded Session (if needed)	<i>Resolution was moved and carried to exclude the public at 7.49pm.</i>	RESOLUTION 2025/12/11: That the public be excluded from the remainder of the hui to discuss confidential employment and property matters, pursuant to the section 48(1) of the Local Government Official Information and Meetings Act 1987. Moved: PM Seconded: Carried.	

Approved By:



David Powles

Presiding Member, Silverdale School Board of Trustees

Date Approved: 02 March 2026