



Collingwood Area School

Connecting to others, our environment, and the future
Te whanaungatanga ki te tangata, te taiao, te anamata hoki

Board Meeting Minutes

Monday 27th July 2026 commencing 3.30 pm
Collingwood Area School Boardroom

1. Members Present, Apologies and Interest Register

- a. [Karakia](#)
- b. Members Present: Sheridan Gray (Presiding Member), Brendan Richards (Parent Rep), Dan Jessep (Parent Rep), Briar Hayton-Seelye (Parent Rep), Carrol Roberts (Parent Rep), Kate Staniford (Principal), Miriam Curnow (Staff Rep)
- c. In Attendance
- d. Apologies: Tim de Jong (Student Rep)
That the attendance and Apologies are accepted.
Moved: Miriam, Seconded Sheridan.
Carried
- e. [Interest Register & Declaration of Interests](#)

2. Strategic Plan

- a. [MNA Report](#)
Taken as Read
- b. [July Principal Report](#)
That the Principals Report is Accepted
Moved: Brendan, Seconded Carrol
Carried
- c. [ERO Review Update Email](#)
That the review be shared with the public
Moved: Sheridan, Seconded: Brendan
Carried

3. Policy and Assurances

- a. [Discuss and approve Term 2 Policy Reviews](#)
That the policies are accepted until the next review
Moved: Dan, Seconded: Briar
Carried
- b. Receive Term 3 Policy Assurances (within July Principal Report)
That the assurances are accepted.
Moved: Carrol, Seconded: Brendan
Carried



4. Student Progress and Achievement

- a. [Principals' Mid-Year Report](#)
That the report is accepted
Moved: Sheridan, Seconded: Dan
Carried

5. Te Tiriti o Waitangi

- a. Board to commence Māori whānau consultation
The next stage is to offer a face to face opportunity for people to meet. Lloyd and Sheridan to facilitate this.
A survey to be sent to Māori Whānau.

6. Curriculum

- a. [Primary Phase 2 Report \(Years 4-6\)](#)
That the report is accepted.
Moved: Dan, Seconded: Briar
Carried

7. Finance

- a. June Report from Accountant not yet received

8. Other Reports

- a. [Student Pathways](#) (e.g. Gateway, NetNZ, Trades Academies etc)
That the report is accepted.
Moved: Brendan, Seconded: Dan
Carried

9. Board Process and Compliance

- a. Board to commence Mid-Year report to the Community - [Draft from Sheridan](#)
Sheridan to complete report and circulate before distribution in Flyer

10. Board PLD

- a. Scenarios from training

11. Administration

- a. [Lease 3rd Party Occupancy](#), [Lease forms](#)
That the 3rd party occupancy lease be signed by Chair.
Moved: Sheridan, Second: Dan
Carried
- b. [Minutes June 2026 Meeting](#)
That the June 2026 minutes be accepted.
Moved: Miriam Seconded: Brendan
Carried





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12. General Business

a. Uniform Committee Update

Board response is to thank for the report, we will have a generic primary shirt (the same as the secondary). There should be a branded option and an unbranded option. Polarfleece option will be ceased once the current stock is sold out.

Kate to draft a response to the committee.

That the above be adopted as changes to uniform.

Moved: Miriam Seconded: Carrol

Carried

- b. Agreed to minute that the Board Secretary will be the returning officer for Board elections.

13. Meeting Closure at 5.22pm

14. Matters to be considered 'Public Excluded'

- a. 2 letters from staff members

