FRUITVALE SCHOOL BOARD

MEETING No: 2

Monday 2 March 2026

Fruitvale Staff Room

40 Fruitvale Road
New Lynn
Auckland 0600
Phone – 09 827 2752
Email - office@fruitvale.school.nz

FINAL MINUTES

1. **Meeting Opened** 6.03 pm
   Karakia Janelle Maton
   All Present Poata Eruera (Chairperson), Donal McLean (Principal), Janelle Maton (nee Callaghan) (Teacher Representative), Denise Hall (Treasurer), Grace Covey, Kreepa Rai Shrestha, Rachael Fullerton and Bronson Harfield
   Minute Taker Denise Hall

2. **All Present**

3. **Chairperson Introduction**

Welcome everyone, it is March already! Next on the agenda is the election of a new Residing Member. Reminder at the 6 October meeting after only one nomination was put forward that I accepted to be BOT Chairperson until the close of this meeting dated 2 March. Reasons for this was due to a parent complaint which was finalised prior to our Christmas Holidays and then the issues of non-compliance with ERO. My 10+ years on the board has been fraught with many challenges, however as a team we have achieved much. I am confident that all evidence has now been presented to ERO in relation to their initial report.

Speaking with Grace at Meet the Teacher evening, I explained that Donal, Janelle and Denise cannot be nominated as a Presiding Member due to being employees of the board and that the new board may seek help and guidance to broaden their knowledge from Chris France. Another suggestion might be to have a separate person to attend to administrative tasks as Board Secretary.

4. **Election of Board Chair/Presiding Member 2026**

Open and honest discussions took place between board members.
Poata then stepped down as the 2025/26 Board Chairperson and passed the Chair to Janelle Maton (staff representative) for the 2026 annual election of Board Chairperson.
It was passed unanimously that, Grace Covey, on the proviso that a Board Secretary is employed, has agreed to accept the Board of Trustee's vote, becoming our new Residing Member (Chairperson) of the Fruitvale Board of Trustees for the 2026 period.

Moved: Janelle Maton
Passed: Unanimous

The role of the Chairperson is voted upon at the first 'face to face' meeting of every new calendar year. The next Board of Trustees Elections will be held 2028 including Staff Representative.

5. **Minutes of the previous meeting dated 2 December 2025**
All members are required to read prior to this meeting.

Motion: That the minutes of the previous meeting dated 2 December 2025 be accepted as true and correct.
Moved: Donal McLean
Seconded: Grace Covey
Passed: Unanimous

Minutes of the previous meeting dated 12 February 2026, actioned via email

Motion: That the minutes of the previous meeting dated 12 February 2026, actioned via email, be accepted as true and correct.
Moved: Poata Eruera
Seconded: Kreepa Rai Shrestha
Passed: Unanimous

6. **Matters arising from these minutes**
As the Breakfast Club operates prior to school hours our policy does not necessitate volunteers to be police vetted and if there were any concerns Ms Teale would speak directly with Mr McLean.

Non-student parent representative - not a current or simple solution as e-Tap does not allow 'an example' to be created on their system to receive parent communications.

RTLits Disestablishment dated 5th not 3rd of December. Bronson's correct email address has been corrected.

7. **BOT**

(1) Financial Summary November 2025
For the November Summary, the Projected Working Capital for December 2025 is $475,087.
This includes a deduction for special reserves for F.F.C. of $31,080.
Income and Expenses for the eleventh month should be 92%.
We currently have Term Deposits amounting to $200,00.
Fruitvale School's Year to Date surplus is $77,195 against a surplus adjusted budget of $13,512.

Motion: That the November 2025 Financials be accepted and approved.
Moved: Denise Hall
Seconded: Rachael Fullerton
Passed: Unanimous

(2) **Email Motions** as attached to 2 December 2025 Minutes.

(3) **RTLits** Space now converted into a classroom Kotuku with Ms Khan as teacher.

(4) **RTLB Report** FYI
Motion: That the February 2026 RTLB Report be accepted and approved.
Moved: Poata Eruera
Seconded: Grace Covey
Passed: Unanimous

(5) **ERO** Fruitvale's School Response to unconfirmed ERO Report 13 February 2026.
Documentation including evidence was sent after 20 February to ERO, now awaiting their final report.

(6) Attendance

Mrs Shirley White presented the Attendance Management Plan and supporting STAR procedures – Template to whānau who attended Meet the Teacher evening. Awaiting school wide communication to be sent before putting the plan into practise. Denise spoke briefly to the 'Attendance Matters Report,' believes that partnerships between school and whānau is paramount by maintaining open dialogue and is confident that with those relationships' attendance will be successful.

8. **Principal's Report**

A brief overview is mentioned below for community purposes. Mr McLean and members spoke to relevant topics throughout this report. The complete Principal's Reports are available for public and/or Authority viewing at the office.

Curriculum

Assessments are underway so teachers can better understand where students are at and what levels to place them on. New approaches to planning and reporting are being rolled out in line with MOE expectations. Further curriculum changes to comply 2026/27.
ERO proved to be very useful.

A Community Hub – wanting to be sited beside the therapy clinic, costing approximately $50,000.
Initially $20,000 raised from the Whau Board would be used to begin and plan this project.

Documents & Self-review

Termly Policy Actions: - Term One

Mr McLean assures the Board of Trustee members that the;
Risk Management Policies - hazards are being actively identified, identified hazards are being monitored and controlled (including risks to student safety and wellbeing), and that control measures are being reviewed to ensure these remain appropriate and effective. This includes sun protection and EOTC activities.
Planning and Preparing for Emergencies, Disasters, and Crises Policies - emergency plans are in place that provide emergency and evacuation procedures, that planning and procedures are up to date and in hard copy, emergency supplies are checked and up to date, and that trial evacuations have been completed in term one. Harrison Tew employed as our consultant.

E-Tap – SMT have created through E-Tap's management decision trees for a variety of complicated tasks, and is proving to be a positive development.

Standowns and Exclusions being two of these, is proving to be a positive development.

Staffing

We are fully staffed, no pending personnel issues, Induction lists created.
All staff now are aware of how the school runs on a day-to-day basis.
We welcome Lian Petty and Keegan Fernandes to our staff.
Employment processes were followed.

Finance

Our approved draft budget for 2026 is still in draft form, however we are operating until after the audit with an adjusted budget that includes all the changes necessary over November 2025 to March 2026

Property

The mural created by Sofia which was declined by the BOT to go on the stage will now go on the outside of the pool changing blocks that fronts the Fruitvale drive.
A list of suppliers for the Stage Project and Maintenance completed since last meeting is included in Mr McLean's Report. The 'School Assessment' document is attached.

Health & Safety
Sickbay and Behaviour Incident Reports now incorporated within the Principle's Report.

General
Thank you to Poata and Grace for hosting the BBQ at our Meet the Teacher evening.

Motion: That the Principal's Report with any attachments be accepted and approved.
Moved: Donal McLean
Seconded: Janelle Maton
Passed: Unanimous

9. **Correspondence**
Inwards
(1) Ethiopian Church – Thank you letter
(2) Gov Hub Advice on OIA request – Mr McLean is aware of this.
(3) Erica Stanford email 5YA – The Ministry will be providing a 5YA letter and detailed breakdown for schools entering the 5YA cycle from 1 July 2026. Base rate increase by 50%, from $30 per sq.m. to $45 per sq.m.
(4) Wormald's WRNs follow up – our maintenance caretaker, Paul is working through this.

Outwards Nil

Motion: That the inward and outward correspondence be accepted.
Moved: Grace covey
Seconded: Bronson Harfield

10. **Matters Arising from Correspondance** - None

11. **General Business**
Pool Report – Rachael spoke concerning some ex-boy students who were quite aggressive.
However, members who volunteered their time to pool duties in January said it was the most used time for the pool that they can remember by our school community. Rachael requested that the board would consider a longer period for use this coming season.

The Chair moved "that in terms of the Local Government Official Information Act 1987 the public be excluded from the meeting because the Board wishes to discuss matters relating to (student's discipline and personal staff matters) and discussion of these matters in public would infringe the privacy of a natural person under Section 9 (2) (a) of the Official Information Act 1982.

Board Meeting Closed: 7.47 pm

12. **In Committee** **Opened:** 7.49 pm **Finished:** 7.58 pm **Closing Karakia:** Janelle Maton

Next meeting: Monday 4 May 2026

Actions from this and Previous Meeting/s

In Progress

a. Obtaining pricing for replacing cushioning under playground areas and concreting around tree areas.
b. School Zone matter – Action for Tracey Ogden-Cork and Alex Kirkham to investigate understanding the population/demographics of the area (home ownership rates, young families as feeder pupils etc) and how changes are likely to influence in zone and out of zone pupils, in order to support the development of a policy.
c. Pet and AI policy under way.
d. Solar resource – in abeyance
e. Playground enhancements
f. Trust applications - ongoing
g. Hall floor
h. The stage – consented
i. Second sandpit, concrete piles, bike track maintenance, sports cabinets, security cameras.
j. Planning – container office and storage bunker.
k. Donald's wish list – peace room, toilets and foyer to hall, upgrade junior playground.

These Minutes dated 2 March 2026 were ratified by the Board of Trustees on 4 May 2026

Presiding Member (BOT Chairperson)