



BREAM BAY COLLEGE BOARD OF TRUSTEES

Meeting held in the Board Room
6.00pm Wednesday 6 AUGUST, 2025

MINUTES (PUBLIC BUSINESS)

PRESENT: S. Gordon, A. Bird, N. Pirihi, J. Cosgrove, M. Ashby (Google Meets), J. Harvey and Robyn Ruha.

IN ATTENDANCE: N. Donaldson, S. Molloy, P Inglis and J. Dewhurst.

KARAKIA: M. Ashby

APOLOGIES: Emma Scobie-Jennings

MOTION: "That the apology/s be accepted."

Moved: J. Harvey
Seconded: N. Pirihi
All in favour
CARRIED

MATTERS OF DIRECT CONCERN:

Item 1: Confirmation of Agenda Items

Item 2: The Chairperson called for any conflict of interest pertaining to any meeting agenda items as posted.
N. Donaldson (in-committee)

PUBLIC BUSINESS:

MINUTES OF THE PREVIOUS MEETING:

MOTION: "That the electronic motion "That the minutes of the last general meeting of the Board of Trustees held on Wednesday 25 June, 2025 be signed as a true and accurate record of the meeting be approved" be ratified."

Moved: S. Gordon
All in favour
CARRIED

MATTERS ARISING FROM PREVIOUS MINUTES: Nil

CORRESPONDENCE:

INWARDS:

26 June	NZQA	Managing National Assessment Report
27 June	Te Mahau	Ballot dates for 2026 out of zone enrolments
1 August	NZEI	Notification of Paid Union Meeting

OUTWARDS:

MOTION: "That the public business inwards correspondence be accepted and the outwards correspondence be approved."

Moved: A. Bird
Seconded: J. Cosgrove
All in favour
CARRIED

MATTERS ARISING FROM CORRESPONDENCE: Nil

PRINCIPAL'S REPORT

MOTION: "That the Principal's report (PUBLIC) to the Bream Bay College Board of Trustees August, 2025 be accepted."

Moved: J. Cosgrove
Seconded: J. Harvey
All in favour
CARRIED

MATTERS ARISING FROM PRINCIPAL'S REPORT: Nil

FINANCIAL REPORT/S

MAY 2025

May Governance Report (Ed Services)
May Management Report (Ed Services)

Visa (NB: The Principal has ensured that sensitive expenditure guidelines are followed when using School funds. All staff are aware of this and the expenses from KWH Visa in May have been reimbursed by the staff members involved.)

MOTION: "That the Governance Report (Ed Services) May, 2025 be accepted."

Moved: S. Gordon
All in favour
CARRIED

MOTION: "That the Management Report (Ed Services) May, 2025 be accepted."

Moved: S. Gordon
All in favour
CARRIED

MOTION: "That the following visa payments be approved for May 2025

Cosgrove \$1632.04 Whimp \$47.62CR

Moved: S. Gordon
All in favour
CARRIED

JUNE 2025

June Governance Report (Ed Services)
June Management Report (Ed Services)

MOTION: "That the Governance Report (Ed Services) June, 2025 be accepted."

Moved: S. Gordon
All in favour
CARRIED

MOTION: "That the Management Report (Ed Services) June, 2025 be accepted."

Moved: S. Gordon
All in favour
CARRIED

AGENDA ITEMS

ITEM 1: **School Docs Policy Review and Board Assurances**

MOTION: "That the Board of Trustees have reviewed the Term 2, 2025 policies, the policy review document and feedback."

Moved: N. Pirihi
Seconded: J. Cosgrove
All in favour
CARRIED

MOTION: "That the Board of Trustees accept the Term 2, 2025 Board Assurances."

Moved: A. Bird
Seconded: N. Pirihi
All in favour
CARRIED

ITEM 2: **School Docs Health, Safety and Welfare Policy updates (Week 3, Term 3)**

These topics were under scheduled review in term 1, 2025. Updates will be published to school sites by the end of term 3, 2025)

<https://demo.schooldocs.co.nz/index.htm?toc.htm?55581.htm>

MOTION: "That the Bream Bay College Board of Trustees approve the School Docs Health, Safety and Welfare Policy Updates (reviewed Term 1, 2025)."

Moved: S. Gordon
All in favour
CARRIED

6.37pm *P. Inglis and J. Dewhurst left the meeting*

ITEM 3: **Board of Trustees next meeting (Wednesday 10th September - start at 5pm)**

Agreed – Deputy Principal's to attend Board / Senior Leadership dinner after the meeting

IN-COMMITTEE BUSINESS: Time: 6.43pm

"That in terms of Section 47 of the Local Government Official Information and Meetings Act 1987 the public be excluded from the remainder of the meeting because it wished to discuss matters relating to the students and/or staff members for the reason that discussion of these matter in public would infringe the privacy of a natural persons under Section 9(s)(a) of the Official Information Act 1982"

Moved: S. Gordon
All in favour
CARRIED

"That the Board resolves that pursuant to section 48. (5). & (6) of the Local Government Official Information and Meetings Act 1987 S. Molloy (Deputy Principal) and N. Donaldson (Minutes Secretary) be permitted to remain at this meeting after the public has been excluded."

Moved: S. Gordon
All in favour
CARRIED

7.47pm *The meeting moved out of in-committee business*

MOTION: "That the meeting move out of in-committee business."

Moved: S. Gordon
All in favour
CARRIED

MOTION: "That the decisions made in in-committee business be approved."

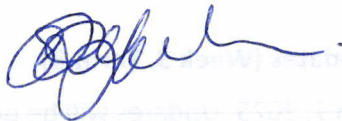
Moved: S. Gordon
All in favour
CARRIED

KARAKIA: R. Ruha

Meeting closed: 7.48pm

Next meeting: Wednesday 10 September, 2025 5pm

S. Gordon
Chairperson



Date: 10th September 2025