



BREAM BAY COLLEGE BOARD OF TRUSTEES

Meeting held in the Board Room
6.00pm Tuesday 14 October, 2025

MINUTES (PUBLIC BUSINESS)

PRESENT: A. Bird, S. Grieve, M. Ashby, B. Marsh, P. Inglis, J. Dewhurst, Emma Scobie-Jennings, T. Rudolph and J. Cosgrove.

IN ATTENDANCE: N. Donaldson, S. Molloy, S. Hayward and M. Bayer

APOLOGIES: Nil

IN-COMMITTEE BUSINESS: Time: 6pm

"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: A. Bird

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: A. Bird

All in favour

CARRIED

6.17pm *The meeting moved out of in-committee business*

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

Moved: A. Bird

All in favour

CARRIED

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

Moved: A. Bird

All in favour

CARRIED

PUBLIC BUSINESS:

MATTERS OF DIRECT CONCERN:

Introductions: Board members and Deputy Principals

Action: N. Donaldson to provide Board members a Staff list including roles and responsibilities.

6.44pm *S. Molloy and S. Hayward left the meeting*

Item 1 Confirmation of Agenda Items

Item 2: The Chairperson called for any conflict of interest pertaining to any meeting agenda items as posted.

E. Scobie-Jennings – Principal’s Report content relating to – Kāhui Ako Lead facilitator

MINUTES OF THE PREVIOUS MEETING:

MOTION: “That the minutes of the last general meeting of the Board of Trustees held on Wednesday 10 September, 2025 be signed as a true and accurate record of the meeting be approved.”

Moved: E. Scobie-Jennings

Seconded: J. Cosgrove

All in favour

CARRIED

MOTION: “That the minutes of the Induction/Administration meeting of the Board of Trustees held on Tuesday 30 September, 2025 be signed as a true and accurate record of the meeting be approved.”

Moved: S. Grieve

Seconded: J. Cosgrove

All in favour

CARRIED

MATTERS ARISING FROM PREVIOUS MINUTES:

Action: All to complete register of interest google doc

CORRESPONDENCE:

INWARDS:

17 September

SchoolDocs

Advisory Wednesday 17 September

OUTWARDS:

MOTION: “That the public business inwards correspondence be accepted and the outwards (nil) correspondence be approved.”

Moved: M. Ashby

Seconded: J. Dewhurst

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 October, 2025 be accepted.”

Moved: J. Cosgrove

Seconded: M. Ashby

All in favour

CARRIED

MATTERS ARISING FROM PRINCIPAL’S REPORT:

Action: J. Cosgrove add reporting back on Relationships First/ Mana Enhancing Teaching to the Annual Work Plan.

FINANCIAL REPORT/S

AUGUST 2025

August Governance Report (Ed Services)

August Visa

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

Moved: M. Ashby
Seconded: P. Inglis
All in favour
CARRIED

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

Cosgrove \$1073.86 Whimp \$1658.30
Moved: A. Bird
All in favour
CARRIED

AGENDA ITEMS

ITEM 1: CONFIRM NEXT MEETING DATE

Tuesday 18 November (confirmed)

ITEM 2: 2026 MEETING DATES

MOTION: "That the following 2026 Board of Trustees Meeting dates be approved

Tuesday 10 February – Week 3/10 (Term 1)
Tuesday 24 March – Week 9/10 (Term 1)
Tuesday 5 May – Week 3/11 (Term 2)
Tuesday 16 June – Week 9/11 (Term 2)
Tuesday 4 August – Week 3/10 (Term 3)
Tuesday 15 September – Week 9/10 (Term 3)
Tuesday 10 November – Week 5/10 (Term 4)."

Moved: A. Bird
All in favour
CARRIED

ITEM 3: SCHOODOCS

Term 3, 2025 Board Assurances and Policy Review document

MOTION: "That the Board of Trustees have reviewed the Term 3, 2025 policies, the policy review document and feedback."

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

MOTION: "That the Board of Trustees accept the Term 3, 2025 Board Assurances."

Moved: M. Ashby
Seconded: E. Scobie
All in favour
CARRIED

MOTION: "That the Bream Bay College Board of Trustees approve the School Docs Internal Review Recent Changes Terms 2 and 3, 2025."

Moved: E. Scobie-Jennings

Seconded: M. Ashby

All in favour

CARRIED

MOTION: "That the Bream Bay College Board of Trustees approve the School Docs Scheduled Review Recent Changes Term 2, 2025."

Moved: J. Cosgrove

Seconded: P. Inglis

All in favour

CARRIED

MOTION: "That the Bream Bay College Board of Trustees approve the School Docs Scheduled Review Recent Changes Term 3, 2025."

Moved: J. Dewhurst

Seconded: B. Marsh

All in favour

CARRIED

ITEM 4: BOARD OF TRUSTEES TRAINING

2025 Welcome on Board – New Board Members training – 22 October, 2025

Action: E. Scobie-Jennings to follow up with Kāhui Akc principals regarding registering for and providing numbers for Board training 22 October, 2025

Action: J. Cosgrove Fact finding re: Institute of Directors membership for Board members.

KARAKIA:

Meeting closed: 8.12pm

Next meeting: Tuesday 18 November, 2025

A. Bird

Chairperson



Date:

18/11/2025