



MINUTES OF THE MEETING OF THE BOARD OF PAKŪRANGA COLLEGE

Meeting Information

- Date & Time: Monday 4th August 2025 at 7:00pm
- Location: Pakūranga College Board Room
- Present:
 - N. Troughear (Presiding Member)
 - P. Schmidt (Parent Rep)
 - J. Fletcher (Parent Rep)
 - K. Bigwood (Parent Rep)
 - B. Payne (Staff Rep)
 - A. Muir (Parent Rep)
 - J. Maclean (Parent Rep)
 - A. Plom (Student Rep)
 - M. Turinsky (Parent Rep)
 - B. Merchant (Principal)
- In Attendance:
 - C. Dennis (Board Secretary)
 - S. Hewetson (Associate Principal)
- Apologies:
 - A. Kefu (Parent Rep)

Conflict of Interest

- N. Troughear's declaration of a conflict of interest as a result of her employment as a Teacher at Botany Downs Secondary College, a Staff Representative on the school Board of Botany Downs Secondary College and as a parent of a staff member at Pakūranga College.
- J. MacLean's declaration of a conflict of interest as a result of her employment as administration staff at Wakaaranga Primary School.
- B. Payne's declaration of a conflict of interest as a result of being a Trustee on the Sowers Trust Board.
- M. Turinsky's declaration of a conflict of interest as a result of being on the Howick Local Board and his wife Jewel being an employee of the Sowers Trust.
- B. Merchant's declaration of a conflict of interest as a result of his wife being a Teacher (Head of Faculty – Science) at Pakūranga College.
- K. Bigwood's declaration of a conflict of interest as a result of her employment as a Deputy Principal at Kings College, and as a parent of an employee at Pakūranga College.
- A Muir's declaration of a conflict of interest as a result of her employment as a Teacher at Botany Downs Secondary College.

Meeting Opening / Welcome

The meeting opened at 7:09pm with Karakia led by B Merchant, followed by apologies for absentees from N Troughear.

M. Turinsky was unwell and joined the meeting by Zoom.

Matters for Discussion and Decision

Minutes of the previous Board Meeting

The minutes from the May and June meetings were approved.

Motion: “That the Board approves the minutes from the Board meeting of Monday 12th May 2025.”

Moved: P Schmidt / **Seconded:** K Bigwood

Carried.

Motion: “That the Board approves the minutes from the Board meeting of Monday 16th June 2025.”

Moved: P Schmidt / **Seconded:** K Bigwood

Carried.

Property and Finance Report

The board reviewed the financial status of the College. It was agreed that the board is in a strong financial position to proceed with the proposed capital works building projects. A discussion was held on potential fundraising options. The Board agreed to explore corporate sponsorship and advertising opportunities to supplement project funding.

Formal Approval of Gym Ceiling Remediation Expenditure

On the 23rd June 2025 an electronic motion was circulated and approved for the remediation work to the ceiling tiles of the Williams Gym. The Board formally approved the expenditure of up to \$100,000 for the Williams Gym ceiling remediation to be funded from Board funds. This decision had been previously agreed upon electronically but required formal ratification at the meeting.

Motion: “That the Property & Finance report of the meeting held on 30th July 2025 be accepted.”

Moved: N Troughear / **Seconded:** J Maclean

Carried.

Policy Review

The board briefly discussed the Legislative Requirements policy, including the Crown Commons component and the need to consider the implications of AI on intellectual property. The amendments that were discussed at the June meeting were accepted by the Board.

Motion: “That the Board approves the Legislative Requirements Policy.”

Moved: P Schmidt / **Seconded:** N Troughear

Carried.

Upcoming Triennial Elections

The election is proceeding with a high level of community interest. An information evening for prospective board members was held in July and attended by approximately 12 people. Presently, there are 21 candidates running in the upcoming election. Nominations will close on Wednesday, 6th August.

The Principal's August 4th Report

Presented by B. Merchant, the Principals report for the August 4th Board meeting included the following reporting areas: Predicted NCEA Results, Term 2 Attendance Report, 1st July Roll Return, Term 3 EOTC Schedule, Pasifika Development Update, Mana Māori Update, Māori Achievement Data, Guidance and Hauora Report, Term 3 International Students Report and an update on Personnel, Staffing and Recruitment.

School events and student initiatives are achieving excellent results and engagement. The Principal reported on a highly successful Open Day, with over 500 students participating as guides and helpers. He also celebrated the Young Enterprise students who were featured on Breakfast TV for their road safety game. The team's stock has sold out and they are now facing challenges in keeping up with demand.

NCEA Achievement and Student Support

The school is actively tracking student progress for NCEA Levels 2 and 3, which is trending better than last year. Individualised programmes and targeted support are in place for students needing assistance with numeracy and literacy co-requisites.

Māori Student Academic Achievement

The school's Māori students are achieving significantly above national rates in reading, writing, and numeracy, outperforming national averages. Their results also exceed those of the local region and schools in similar EQI bands. This success has attracted positive media attention. Māori student achievement is a significant success story for the school, showing high performance across multiple benchmarks.

Student Guidance and Wellbeing Initiatives

A new guidance team is in place, including an effective Whānau Connector, a new Māori Mentor, and a new Pasifika Mentor. Anxiety remains a key challenge and is noted as the most significant issue among students, while depression cases are reducing. The guidance team has targeted programmes to address these issues. The new team is strong and making a positive impact on student wellbeing.

International Student Programme Growth and Financial Impact

The international student programme is exceeding expectations, with 143 FTE's currently enrolled against a budgeted 130. The programme is exploring expansion into new markets like Vietnam, Cambodia, and Laos. Financially, it is critical to the school, contributing significant profits which enable curriculum breadth and smaller class sizes.

The Principal's report, dated 4th August 2025, which included various property updates and other school matters, was presented for acceptance by the Board.

Motion:

"That the Principal's report of 4th August 2025 be accepted."

Moved: B Merchant / **Seconded:** J Maclean

Carried.

Property Projects Update

B. Merchant presented a proposal to the Board outlining the school's excellent financial health, highlighting 12 consecutive years of budget surpluses, which has built a working capital of \$5.6 million. A comparison with other local schools demonstrates the school's superior financial standing.

The Board has already committed to renovating 30 classrooms over the next 18 months, upgrading the staff room deck, and installing a gym ceiling net. Three new projects are proposed: a \$2 million Astro Cloud, a \$1.2 million hall interior renovation, and an upgrade to the reception area. All are financially viable and would still leave the school with at least \$1 million in working capital.

The Board discussed the proposal in depth. The Chair of the Finance Committee voiced strong support for the projects, citing the school's excellent financial position.

The project timelines were outlined. 'The cloud' is expected to be ready by the start of next year and will be available for community use to secure trust funding. The hall renovation will begin after the final NCEA exams and could potentially last through Term 1 and into Term 2. The reception renovation will commence on the last day of Term 4.

The expenditure for the three projects was formally approved and are scheduled to start imminently.

Motion:

"That the Board approve the expenditure of up to \$2 000,000 for the Cloud over the Astroturf Project."

Unanimously approved

Motion:

"That the Board approve the expenditure of up to \$1 200,000 for the College Hall and Foyer Renovations Project."

Unanimously approved

Motion:

"That the Board approve the expenditure of up to \$250,000 for the College Reception Refurbishment Project."

Unanimously approved

Suggested Items for the Next Meeting

A farewell dinner is to be arranged for September to thank departing Board members, including Brian Payne, for his 16 years of service as the staff representative. N Troughear will circulate potential dates for the dinner.

Correspondence

All correspondence that is operational and can be done under the Principal's delegation is dealt with in that way. Other correspondence is dealt with by the Presiding Member and if the whole Board needs to know, then that correspondence is circulated. Bigger issues are reported on through the Board Operations.

Outwards:

- 19/06/2025 - Letter of intent to Rodgers Builders RE Classroom Refurbishments Project at Pakūranga College.

Inwards:

- 30/06/2025 – Letter from MoE RE Possible consultation for an excluded student.
- 09/07/2025 – Letter from MoE RE Resourcing Audit and Review of Attendance Management.
- 25/07/2025 – Email from Ombudsman RE 2024 – 2025 Ombudsman Survey.

In Committee

The Board moved into committee at 8:09pm.

Motion:

“That the Board go ‘into committee’ to discuss matters relating to staff members and students and matters of a commercially sensitive nature, this being necessary to protect the privacy of the individuals under Section 9 of the Official Information Act 1982.”

Moved: N Troghear / Seconded: J Maclean

Carried.

There were no in-committee items to be released to the main minutes.

The Board moved out of Committee at 8:22pm.

Meeting Closure

The meeting closed with Karakia and ended at 8:24pm.

Signed: 
N Troghear – Presiding Member

Date: 08/09/2025

(The next Board meeting will be held on Monday 8th September at 7:00pm in the Board Room.)

Last meeting of the current Board