CONFIRMED MINUTES

JUNE BOARD MEETING

PAKŪRANGA COLLEGE

At the **August Board Meeting** on **3 Aug 2026** these minutes were **confirmed as presented.**

Name:	Pakūranga College
Date:	Monday, 15 June 2026
Time:	7:00 pm to 8:59 pm (NZST)
Location:	Pakūranga College, Pigeon Mountain Road, Half Moon Bay, Auckland, 2012
Board Members:	Nicola Troughear (Chair), Amanda Muir, Billy Merchant, Jacqui MacLean, Jason Fletcher, Matt Robertson, Pavani Chawla, Richard McIntosh, Sandy Collier
Attendees:	Candice-Lee Dennis, Sharon Hewetson

1. Meeting Opening

1.1 Welcome, Present and Apologies

The meeting opened at 7:03pm with karakia led by B. Merchant.

1.2 Conflict of Interest Disclosures

There were no changes or updates to be made.

2. Presentations

2.1 Whare Wānanga Proposal

Bex Jeffery, Kaitiaki Māori, attended the meeting to present research on creating a new whare on the school site. Three options were outlined:

- Renovate the existing sports pavilion
- Renovate classrooms P14 and P15
- Construct a new build, recommended as a long-term, practical solution serving as a cultural symbol and central hub rather than a traditional desk classroom.

New build details and constraints included no kitchen to simplify the scope; potential for a separate wharekai in future; mattress storage room planned at the rear; the need to avoid encroaching on the football fields and limited space for a marae in front of P14/P15.

Orientation considerations were noted:

- Traditional wharenui face east; alternatives include northeast toward the moana.

- Facing north from P14/P15 could avoid the football field but would require strong cultural rationale.
- Facing Ohuirangi (northeast) may align with tradition if the mountain is visible from site.

Project Cost, funding, and prioritization was discussed. It was noted that a recent community survey ranked the whare project as low priority.

No decisions were made. The Board agreed that it would be a good idea to take a walk around the school site in daylight to view the potential locations, and they also expressed a keen interest in visiting Otahuhu College and Papatoetoe High School to view their whare's.

A final decision on the whare option (pavilion renovation, P14/P15 renovation, or new build) and the exact location/orientation remains unresolved. Cultural significance and site constraints require further discussion. A master plan covering 9 - 10 projects over the next five years will be presented by B. Merchant at the upcoming finance and full Board meetings. The whare proposal will be given further consideration at this stage alongside these other priorities.

The Board thanked Bex Jeffery for the effort put into her presentation and for her attendance at the meeting.

3. Items for Discussion and Decision

3.1 Confirm Previous Minutes

May Board Meeting 11 May 2026, the minutes were confirmed as presented.

The May Board Meeting Minutes were approved as presented.

11 May 2026 meeting minutes confirmed.

Approved.

Decision Date:	15 Jun 2026
Mover:	Nicola Troughear
Seconder:	Amanda Muir
Outcome:	Approved

3.2 Confirmation of Board Action Items

All action items from the May Board meeting were confirmed as completed, with internal training on disciplinary hearings to take place at 6pm before the next Board meeting on 3rd August 2026.

3.3 Property and Finance Report - Meeting of 10th June 2026

Property and Finance Report - Meeting held on 10th June 2026.

Presented by J. McLean.

The school's financial health remains strong. All is looking positive. Very good to see budget vs actual costs and an improvement with Health and Safety reporting. All property works are tracking along well. The Astro Cloud will be officially handed over this week with a special blessing scheduled for the last Friday of term.

Decision Date:	15 Jun 2026
Mover:	Jacqui MacLean
Seconder:	Amanda Muir
Outcome:	Approved

3.4 2027 Donation Scheme

School Donation Scheme - Opt IN for 2027.

The school qualifies to opt into the government donation scheme at $150 per student. Opting in prevents requesting family donations, but optional activities remain chargeable. Historically, $375 per family was charged with only 30% payment being received which equates to approximately 700 families of 2,200 students. The Board with the recommendation to opt in for 2027.

Decision Date:	15 Jun 2026
Mover:	Jacqui MacLean
Seconder:	Nicola Troughear
Outcome:	Approved

3.5 Approval of College Name Spelling

Approval of College Name Spelling - Macron Addition

In 2025 there was a change in spelling of the College's name to "Pakūranga College", reflecting the correct use of te reo Māori macrons. As a formality, the board is required to endorse this change noting that this update supports the College's commitment to cultural authenticity and respectful use of te reo Māori.

Motion: "That the Board of Pakuranga College formally approves the updated spelling of the College's name to "Pakūranga College", incorporating the macron over the 'u', and authorises this spelling to be used in all official documentation, communications, branding, and legal references going forward."

The Board formally endorsed the spelling change unanimously.

Decision Date:	15 Jun 2026
Mover:	Billy Merchant
Outcome:	Approved

3.6 Pakuranga College Foundation Trust

B. Merchant explained the history of the Pakuranga College Trust which was established in 2021 and always intended to be an alumni fund. Updates are required. Trustee roles need to be clarified and figures need to be reviewed. The Trust has grown slowly over the past few years but we need to start thinking strategically how to move forward with the Trust. To date, the school has not done any fundraising or employed a fundraiser for the Trust. Employing a fundraiser would require board funding.

The Board discussed if there would be any benefit of moving the school owned buildings into the Trust and whether there would be any significant tax benefits. Ministry owned land complicates transferring buildings to the trust; there would be limited tax advantages as the school is GST/tax exempt.

Scholarships have been paid from school funds instead of the Trust. The Board agreed that the school should be using the trust for scholarship purposes rather than holding funds idle.

B. Merchant suggested getting someone who has specialist knowledge about Trusts to advise the Board on the best way forward.

No final decisions were made. B. Merchant will prepare a document with pros/cons and options to be discussed at the next Board meeting.

3.7 Strategic Plan 2027 - 2030

All NZ schools require a new strategic plan starting next year. The proposed process includes community, staff, and student surveys carried out in weeks 2-3 of Term 3. The Board agreed to plan a Saturday session towards week 6 of Term 3, focused on the new Strategic Plan. B. Merchant to have refined the survey results by this stage; Deputy Principals to be present; include scenario planning; consider curriculum change and funding risks. C. Dennis to coordinate dates.

4. The Principal's Report

4.1 15 June 2026 - Principal's Report

Presented by B. Merchant, the Principal's Report for the June meeting included the following reporting areas:

2028 Qualification changes; 2026 Education Budget Announcements; Verbal Report Evenings; Staff Only Day; 2026 NZQA Literacy and Numeracy Co-Requisites; June Roll Return; Emergency Procedures Update; 2027 Donation Scheme; 2027 Enrolments; Te Ao Maori Update; Culturally Responsive Pedagogies Update; Term 2 Update on Stand Downs and Suspensions; International Students Report; Teacher Registrations and an update on Personnel, Staffing and Recruitment.

Questions were welcomed. The following areas were discussed as summarised below:

- Very pleased with numeracy and literacy tracking levels, best it's been in three years.
- Roll return for June, can see we are continuing to grow. We still have enrolments streaming in. This is the biggest our roll has ever been. Current total is 2,273; Year 9 at 461 (target was 440).
- Enrollments for next year is underway; Out-of-zone places likely dropping to 40 next year, down from 60 offered in 2026. Information evenings and intermediate school visits are coming up before the end of Term 2.
- International numbers are looking good. We are already beyond what we budgeted for; markets are diversifying.
- Te Ao Maori update is very pleasing.
- Culturally responsive pedagogies is going really well.
- Stand downs and suspensions are lower than previous years; WL's and DP's are spending a lot of time working with pastoral issues; firm policy remains regarding any drug related incidents.
- Qualification changes - a lot going on in this space. Changing curriculum and changing assessment processes, needs to be slowed down. The final curriculum is expected at the end of Term 3; pace and volume is causing staff stress. Counties Manukau Principals Association is drafting a letter to the Minister of Education requesting to slow down the change.
- 2% increase in ops budget. Inflation at 3% means we are losing.

Approval of the Principal's Report - 15 June 2026

Motion: "That the Principal's Report of 15th June be accepted."

Decision Date:	15 Jun 2026
Mover:	Billy Merchant
Seconder:	Amanda Muir
Outcome:	Approved

4.2 Property Projects Update

B. Merchant provided an update on the progress of the current property projects taking place at the College.

- Roof edge work and front flat roof plumbing is underway.
- Front scaffolding is expected to be removed by 20th June; rear courtyard scaffolding remains until flat roof completion.
- Hall foyer to be fully completed with carpet and tiles after the Term 2 holidays.
- All current construction works are progressing on schedule and within budget.

5. Next Board Meeting

5.1 Suggested agenda items for the next meeting

There were no requested agenda items for the next meeting.

6. Matters for Noting

6.1 Correspondence Inwards

Correspondence inwards included:

1. *Silks Audit 2025 Management Letter received 7th May 2026.*
2. *MoE Letter RE Proposed name change received 15th May 2026.*

6.2 Correspondence Outwards

There was no outwards correspondence to be reviewed.

7. General Business

8. Public Excluded Business

8.1 In Committee

The Board moved into committee at 8:24pm to discuss staff leave requests, a personnel issue and confidential incoming correspondence.

The Board moved out of committee at 8:58pm.

9. In Closing

9.1 Review of Actions & Karakia

The meeting closed with karakia at 8:59pm.

9.2 Meeting Closure

Next meeting: August Board Meeting - 3 Aug 2026, 7:00 pm

Signature: ______________ **Date:** 07/08/2026