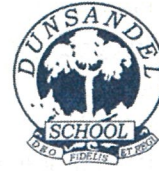


Dunsandel School Board Meeting Minutes



Minutes of the Dunsandel School Board Meeting held on Thursday 13 August 11am in the Reading Room, Dunsandel School, Dunsandel.

The meeting began at 1116am

Present:

M O'Connor, T Harrold, D Robinson, J Brown, L Groundwater, R Wall, F Pluck, (Minutes)

APOLOGIES

Nil

Declaration of any Conflicts of Interest Yes/No

PREVIOUS MINUTES

It was agreed that the Minutes of the Dunsandel School Board of Trustees Meeting held on Thursday 25 June be adopted as a true and correct record.

MATTERS ARISING

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CORRESPONDENCE

Outward -

Inwards -

REPORTS

Dunsandel School Strategic Plan T1/26 - report presented

Admin and Governance

Curriculum and Assessment

Presented to the Board was the Wellbeing survey; it noted the positive results of the 2026 Student Wellbeing Survey, with students reporting strong support networks, high engagement in school and learning, and generally good health and wellbeing. Areas for continued focus include student safety, cultural inclusion, and supporting healthy sleep habits. The results reflect the school's PRIDE values and will inform ongoing wellbeing planning, showing children feel safe at school.

Written reports – Were sent out last term, DR thanked his staff for their hard work and acknowledged how much time goes into these reports and the new format changes that happened this time round.

Human Resources

- EW is now on maternity leave. DW is teaching in Room 1.
- Jennifer Goodson is employed to do Room 1 release days for terms 3 and 4.
- Wendy Hyslop is covering the Room 4 release days for terms 3 and 4 and WH is covering R4 while EW away.
- We have been hit hard with staff sickness over the past few weeks, lots of juggling around. Today is the first time we have to combine 2 classrooms due to staff shortage.

Asset Management - Finance and Property – June and July Finance Report was presented to Board

June finance reports shows finance is tight and closely managed. Sue Reports and Visa Statements reviewed by the Board Presiding member.

Solutions and Services prepared the 2026 Budgeted Statement of Financial Position and Statement of Cashflows, extracted from the Board-approved 2026 Operating and Capital Budgets. All required 2026 budget documentation was provided for approval. The Board approved the 2026 budget statements.

Property

10-Year Property Plan/5-Year Agreement: Attached to the Board papers. A meeting with Cameron from Logic Group is to be rescheduled to discuss the plan and the Ngā Iti Kahurangi (NIK) Programme.

Swimming Pool Changing Shed: Strengthening work is planned for the next school holidays.

School House: A Board member is required to act as the contact person for the tenants. Lexie has kindly offered to be the main contact with Richard being a backup if required

Health and Safety -

Direct Resourcing Bus Audit: The Ministry of Education requires a Direct Resourcing Bus Audit. DR met with Travlon to review the audit and ensure all information was correct and up to date. DR signed off the audit on behalf of the Board.

Assurance: DR can assure the Board that procedures and practices relating to stand-downs, physical restraint, and student attendance are implemented in accordance with relevant legislation, regulations, and Ministry of Education guidance. The school continues to manage these areas effectively and in line with required policies and procedures.

Self Reviews

The student attendance report was presented to the Board. Following a review of Term 2 attendance, 20 interventions were sent to families as per the MOE requirements.

School Roll as at 7.8.26 = 132

2027 School Dates:

Primary, intermediate and specialist schools are required to be open for instruction for a minimum of 376 half days in 2027. Based on the dates below, the school would be open for 190 days (380 half days) during the school year. However, this allows for 2 teacher only days during the year. We do normally take a Teacher Only Day the Thursday before Show Day in Term 4. I will confirm these when they are sorted – we must endeavour to give a terms notice.

Days per Term

- **Term 1 (Mon 1 Feb – Fri 9 Apr): 10 full weeks = 46 days**
- **Term 2 (Tue 27 Apr – Fri 2 Jul): Starts on a Tuesday = 47 days**
- **Term 3 (Mon 19 Jul – Fri 24 Sep): 10 full weeks = 50 days**
- **Term 4 (Mon 11 Oct – Thu 16 Dec): 9 weeks + 4 days (ends Thursday) = 47 days**

Public Holidays during Term Time - School Closed

Waitangi Day Mon 8 February (Observed)

Easter Good Friday 26 March

Easter Monday/Tuesday Mon 29 and 30 March

King's Birthday Monday 7th June

Matariki Friday 25 June

Labour Day Monday 25 October

Canterbury Show Day Friday 12 November

Public Holidays Outside Term Time

Anzac Day Monday 26 April (occurs during the school break before Term 2 starts on Tuesday 27th April).

Community

Community Roar - online

Meeting closed at

Signed as a true and correct record.



Presiding Member

10-9-26

Date