

**Opening Karakia**

Whakataka te hau ki te uru  
Whakataka te hau ki te tonga  
Kia mākinakina ki uta  
Kia mātaratara ki tai  
E hī ake ana te atākura  
He tio, he huka, he hauhu  
Tihei mauri ora

**Closing Karakia**

Ka whakairia te tapu  
Kia wātea ai te ara  
Kia tūruki whakataha ai  
Kia tūruki whakataha ai  
Haumi e  
Hui e  
Tāiki e

Agenda item	Discussion
<b>Karakia</b> <i>Whakawhanaungatanga</i>	To open the hui 7:08pm.
<b>1. Admin</b>	<p><b>1.1 Present</b> Briar, Kate, Orla, Stephanie, Sou, Emma, and Adrianne</p> <p><b>1.2 Apologies</b></p> <p><b>1.3 Declarations of interest</b></p> <p><b>1.4 Correspondence</b></p> <p><b>1.5 Confirmation of the minutes.</b> The Board Accept that the <u>April minutes</u> are a true reflection. <b>Resolution</b> Emma moved to accept, seconded by Sou. All in favour.</p>
<b>2. Actions from the previous hui</b>	<p><b>2. Actions carried over</b></p> <p><b>2.1</b> We would like to formally welcome Emma as the Co-Presiding Member of Mt Cook School. Orla and Emma will jointly work as our Presiding Members.</p> <p><b>Resolution</b> Kate moved that Emma Lamb-Coats will be our Co-Presiding Member, seconded by Stephanie. All in favour.</p> <p><b>2.2</b> ERO visit in June. There have been a few changes in the Board Assurance Statement and Self-Audit checklist since we have completed it. I have highlighted the changes so you don't need to go through the complete document. We will discuss the changes.</p> <p><b>Resolution</b> Emma moved to accept, seconded by Sou. All in favour.</p>
<b>3. Strategic Discussions</b> <b>4.</b>	<p><b>3.1 Financial Statements for 2025</b> As part of the Principal's report the Board accepts <u>March</u> &amp; <u>April</u> Financial Governance Reports. Will revisit budgets next Term.</p> <p><b>Resolution</b> Emma moved to accept, seconded by Orla. All in favour.</p> <p><b>3.2 Visa Statement March 2025</b>  <span style="display: inline-block; width: 15px; height: 15px; background-color: #800000; border-radius: 50%; vertical-align: middle;"></span> Visa - 27 Feb to 26 Mar 25.pdf   <span style="display: inline-block; width: 15px; height: 15px; background-color: #800000; border-radius: 50%; vertical-align: middle;"></span> Visa - 27 Mar 25 to 26 April 25.pdf  The visa statements and receipts have been sighted and approved by the board.</p> <p><b>Resolution</b> Orla moved to accept, seconded by Emma All in favour.</p>

	<p><b>3.3</b> Could we confirm that the BOT has delegated the principal to sign the Audit Proposal letter (APL) and the Engagement Letter (EL) on their behalf.</p> <p><b>Resolution</b> Emma moved to accept, seconded by Orla. All in favour.</p> <p><b>3.4 Financial Statements for 2024</b>      Could the Board accept the 2024 Annual <u>Financial Governance 2025</u> Reports, the <u>Representation letter</u>.      Board discussed internal controls and processes to ensure integrity in the finances of the school. Board is comfortable these are appropriate and sufficient.  <b>Resolution</b> Emma moved to accept, seconded by Orla. All in favour.      Emma will sign the representation letter on behalf of the BoT.</p> <p><b>3.5</b> The Board of Trustees confirms that the Principal has been granted the authority to manage the school's finances. This includes responsibility for the day-to-day financial operations of the school, spending within the approved budget, and ensuring that all financial decisions comply with relevant school policies and legislative requirements.</p> <p><b>Resolution</b> Emma moved to accept, seconded by Orla. All in favour.      Emma will sign on behalf of our BOT.</p> <p><b>3.6</b> Could the Board of Trustees give Kate Ashby authority to sign off invoices and reimbursements.</p> <p><b>Resolution</b> Emma moved to accept, seconded by Orla. All in favour.</p>
<b>5. Strategic Decisions</b>	<p><b>4.1</b> The board of trustees has approved the playground design submitted by Park Supplies and Playgrounds.      Board discussed whether the chosen company will be pleasant to work with. Kate to contact Karori Normal School to discuss their experience. Board also discussed build quality. Emma to visit the new Homebush playground in Khandallah and check the finish is as expected.  <b>Resolution</b> Pending those few actions, Emma moved to accept, seconded by Stephanie. All in favour.</p> <p><b>4.2</b> Resolution: That the Board of Trustees approves Mt Cook School applying to Pub Charities for a grant towards the school Flying fox playground. The sum will be \$40,000.</p> <p>Moved: Kate      Seconded: Emma      Outcome: All in favour / Carried unanimously</p> <p><b>4.2</b> Resolution: That the Board of Trustees approves Mt Cook School applying to Lotteries Grant for a grant towards the school playground. The sum will be \$40,000.</p> <p>Moved: Kate      Seconded: Emma      Outcome: All in favour / Carried unanimously</p>

6. Monitoring	<b>5.1 Principal's Report</b> Resolution Sou moved to accept, seconded by Stephanie. All in favour.
7. Administration	<b>6.1 Policy Reviews as per schedule for this term</b>
8. In-Committee	In-Committee hui:
9. Hui Closure	<b>8.1</b> General feeling about the hui: very good vibes.
Karakia	To close hui
Meeting Closure	8:26pm

	Presiding Member
Signed	