



BOARD MEETING

DATE	Wednesday 26 November 2025
TIME	4.00pm
VENUE	Meeting Room
PRESENT	<ul style="list-style-type: none">● Ms Jolayne Trim - Presiding Member - Property● Mr Justin Cherry - Finance● Ms Soheila Dadelahi - Health and Safety● Mr Fuxing Zeng - Property● Ms Deborah Moylan - Fundraising Projects● Mrs Kylee Pocklington-Foster - Staff Representative - Deputy Principal● Mrs Anne Leitch - Principal
IN ATTENDANCE	<ul style="list-style-type: none">● Mrs Rae Hawkes - Minutes Secretary● Mr Brad Hill - Deputy Principal● Mrs Christine Pasfield - Deputy Principal● Ms Amiria Raupita - Visitor

1. Welcome

1.1 Opening Karakia

1.2 **4.05pm** - A. Raupita expressed an interest in joining the board and J. Trim invited her to this meeting to observe what happens. A. Raupita introduced herself to the board in Māori and in English.

1.3 **4.10pm** - Brenda McPherson Māori Achievement Collaborative (MAC) presented the Te Tiriti Workshop to the board. Topics included in the presentation: What does it mean to be a Treaty partner? Before the Treaty, The Language of the Treaty - differences between the Māori and English versions, Breaches of the Treaty throughout history, Structural Racism in the New Zealand Education System, History of Māori Education System in New Zealand, the 3 Principles of the Treaty, Hidden Cost of Removing the Te Tiriti, What does it look like at our school?, Hautū - Meaning and main focus areas: accountability, leadership, representation and employer role.

1.4 **5.05pm** - the board thanked B. McPherson for her presentation and she left the meeting. B. McPherson will email the slides and links from her presentation to K. Pocklington-Foster for board members' information. She will also include costs for professional development if required for 2026.

1.5 **Action: R. Hawkes to forward the Te Titiri presentation to board members when available.**

2. Meeting Protocol

2.1 Apologies: None

2.2 Register of Interests

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2.3 **Action: D. Moylan to add her details to the Register of Interests.**

3. Minutes of the previous meeting

3.1 Re Action 1.4 from 22/10-5/11 mtg: D Moylan is working with B. Hill and Toni Dale re sponsors and fundraising for the shade canopy.

3.2 Re Action 3.3 from 22/10-5/11 mtg: F. Zeng to email the powerpoint presentation from the NZSBA Auckland event if available.

3.3 Re Action 3.6 from 22/10-5/11 mtg: A. Leitch to reply to Champion Builders about their proposal to work with the school by offering 1% of the value of a job directly back to the school if a family chooses for their building project.

3.4 **Action: A. Leitch to reply to Champion Builders' request to work with the school, rejecting their proposal. The preference is for sponsorship, so that there is no risk to the school if there are any issues with building projects. If required a meeting can be scheduled for next year.**

3.5 Re Action 4.2 from 22/10-5/11 mtg: A. Leitch advised that the Junior Playground needs replacing. She has investigated the option of lease to purchase but this is too expensive. The Junior Playground will likely have to be removed next year and a new fundraising project will be required to raise funds to replace it.

3.6 **Motion: That the Minutes of the previous meeting held on 22 October/5 November 2025 be approved.**

Moved: F. Zeng / Seconded: J. Trim / Agreed

3.7 Minutes of Hobby's Whanau & Friends Meeting held on 18/11/2025 noted.

4. New Matters

4.1 **Inwards/Outwards Correspondence**

4.2 **Motion: that the board approves the Inwards/Outwards Correspondence.**

Moved: J. Cherry / Seconded: K. Pocklington-Foster - Agreed

5. Strategic Decisions and Discussions

5.1 **Principal's Report**

5.2 **5.40pm** - C. Pasfield presented the 2025 End of Year Student Achievement Data.

5.3 The board thanked C. Pasfield and the Senior Leadership Team for all their work on the 2025 End Of Year Student Achievement Data.

5.4 **Appointments and Resignations:**

5.5 **Motion: That the board approves the following appointments and resignations:**

Appointments:

- **Jade Park - Scale A Teacher - permanent position to start Term 1 2026.**
- **Taylor Dunn - Scale A teacher - permanent full time position to start Term 1 2026. (Second Year Beginning Teacher).**
- **Catherine Frost - Scale A Teacher - fixed term full time position to start Term 1 2026.**

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Change of Hours / End of Fixed Term:

- Olivia Racz - change from back to full time from part time (4 days per week) from the start of Term 4 2025.
- Tayla Cross - Scale A teacher - permanent part time .6 position to start Term 1 2026. (Previously fixed term full time and on maternity leave).
- Tehran Aspin - Scale A teacher - permanent part time .4 position to start Term 1 2026. (Previously permanent full time and on maternity leave).
- Sakura Qi - Scale A Teacher - Scale A Teacher - fixed term full time position - end of fixed term - Term 2-Term 4 2025
- Florence Allwyn - Scale A Teacher - fixed term full time position - end of fixed term Term 3-Term 4 2025.

Resignations:

- Bethany Richards - Scale A teacher - permanent position.
- Jade Park - Scale A teacher - permanent position (2026).
- Morgan Grace - Scale A teacher - permanent position.
- Andreza Salazar - Scale A teacher - permanent position.
- Sally Evans - Scale A teacher - permanent position.
- Esther Isherwood - Sale A teacher - permanent position.
- Hayley Yoon - Scale A teacher - permanent part time position - 1 day per week

Moved: K. Pocklington-Foster / Seconded: D. Moylan / Agreed

6. Monitoring

6.1 Finance

6.2 Motion: that the Monthly Finance Report for October 2025 and the Risks and Opportunities @ November 2025 be approved.

Moved: J. Cherry / Seconded: F. Zeng / Agreed

6.3 The board thanked A. Leitch and R. Duthie for their work in keeping the budget on track this year.

6.4 Motion: That the board approved \$61,000 expenditure towards the cost of the covered basketball court. The total cost of the canopy, which will be built by Pacific Membrane Group (PMG) will be \$330,000. The school has secured \$105,000 in grants to date.

Moved: J. Trim / Seconded: J. Cherry / Agreed

6.5 A. Leitch has reviewed the policies below, and J. Trim has reviewed the policies requiring board level focus.

- [Bullying and Harassment \(board\)](#)
- [Behaviour Management \(board\)](#)
- [Minimising Physical Restraint \(board\)](#)
- [Searches, Surrender, and Retention of Property](#)
- [Stand-down, Suspension and Exclusion](#)
- [Staff Wellbeing and Safety](#)

6.6 A. Leitch recommended a change to the Searches, Surrender and Retention of Property policy under Authorisation of Staff. As follows:

Original Statement:

At Hobsonville School, the principal, all teachers, and those non-teaching staff who have written authorisation from the board can request the surrender of an item, and retain or dispose of the item.

At Hobsonville School, the principal, all teaching staff, and authorised staff members can conduct searches.

Recommended change:

At Hobsonville School, the Deputy Principals and Principal can request the surrender of an item, and retain or dispose of the items. If another student is in danger the teacher or teacher aide can request the surrender of an item. At Hobsonville School, the Principal and Deputy Principals can conduct searches.

6.7 **Motion: That the board approves the following policies as reviewed by A. Leitch and J. Trim, subject to the change as recommended by A. Leitch to the Searches, Surrender and Retention of Property policy.**

Moved: F. Zeng / Seconded: D. Moylan / Agreed

6.8 **A. Leitch assured the board that the following policies are up-to-date and guidelines are being followed. Learning Leaders have read and understood the policies and these policies are being put into practice where applicable:**

- Opening and Closing the School (formerly School Year, Terms and Holidays)
- Gifts
- Protected Disclosure
- School Swimming Pool
- International Learners Review
- Risk Management (*every term*)
- Planning and Preparing for Emergencies, Disasters and Crises (*every term*)

6.9 **6.20pm:** J. Trim asked A. Raupita to leave the meeting so that A. Raupita’s expression of interest to join the board could be discussed.

6.10 J. Trim recommended that the board co-opt A. Raupita on the board for a fixed term of one year, from January to December 2026. J. Trim advised that A. Raupita has advanced knowledge of Tikanga, Te Ao Maori and Te Reo, which will be helpful to the board.

6.11 Closing karakia.

6.12 **6.35pm** - the meeting closed

6.13 **The next meeting will be held on Wednesday 18 February 2026 at 4.30pm in the Meeting Room.**

ACTION LIST FROM MEETING HELD ON 26 NOVEMBER 2025		Completed by
1.	Welcome	
1.5	Action: R. Hawkes to forward the Te Titiri presentation to board members when available.	R. Hawkes by nxt mtg 18/2/2026
2.	Meeting Protocol	
2.3	Action: D. Moylan to add her details to the Register of Interests.	D. Moylan by nxt mtg 18/2/2026
3.	Minutes of the Previous Meeting	
3.4	Action: A. Leitch to reply to Champion Builders’ request to work with the school, rejecting their proposal. The preference is for sponsorship, so that there is no risk to the school, if there are any issues with	A.Leitch by nxt mtg 18/2/2026

	building projects. If required a meeting can be scheduled for next year.	
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Jolyane Trim

Signed:.....
Jolyane Trim - PRESIDING MEMBER

18/3/2026
Date:.....