



ST THOMAS'S
SCHOOL

**Minutes of Meeting held in the Staff Room
on Tuesday 2 September 2025**

- 1. Present** Michael Maher, Claire Fromow, Nick Chapman, Megan Wheeler, Arapeta Albert and Myriam Gros.
- 2. Apologies** Karl Landman.
- 3. Karakia, Open & Welcome** Meeting opened at 6.34pm.
- 4. Declaration of interests** None.
- 5. Previous Minutes** The Board resolved that the minutes from the meeting held on 5 August 2025 are a true and accurate record.
Confirmed – N Chapman and A Albert
- 6. Correspondence**
 - i. Letter from NZ Principals' Federation to NZ School Boards – noted.
 - ii. Memo from MOE providing approval to go ahead with basketball court and canopy – noted.
- 7. Action List** Discussed:
 - i. cyclical maintenance to be built into 5YA plan;
 - ii. link to community survey for strategic plan to go into the newsletter this week.
- 8. Financial Report**
 - i. July Financial Report discussed.
 - ii. July Statement of Financial Performance discussed.*Approved – M Wheeler and A Albert*
- 9. Key Issues**
 - i. ERO report – tabled and discussed. Excellent report for the school.
 - ii. Board elections update
 - iii. 5YA agreement update
 - iv. Basketball court and canopy update. First invoice received from Shade Systems.*M Maher*
- 10. Health & Safety Report**
 - i. Summary report to date discussed. No one area identified as cause for concern. Teachers to talk to students about how to use the senior playground safely. Playground safety check done every year, by Playsafe, playground safety specialists.*M Maher*
- 11. Policies**
 - i. Wheels – approved with minor change.
 - ii. Camera Surveillance – approved with minor changes.
 - iii. Delegated Authority – no changes.
 - iv. Attendance – no changes.*Approved – N Chapman & M Wheeler*

12. General Business

- i. Term 3 eAsTTle Reports discussed. New Ministry of Education assessment reporting due in 2026. We will also continue with eAsTTle.

C Fromow

13. Meeting Review

Good and efficient discussion around the board table. This has been a really successful Board, who have a deep understanding of the complexities of school governance and the issues that schools deal with.

The meeting closed at 7.52p.m and the Board went into InCommittee. The public are excluded from the whole of the proceedings of this meeting under [section 48\(1\)](#) of the Local Government Official Information and Meetings Act 1987.

Next meeting: Tuesday 21 October 2025

Signed: _____

Nick Chapman
Chair



Drop Albert

Date: _____

21/10/2025