



ST THOMAS'S  
SCHOOL

**Minutes of Meeting held in the Staff Room  
on Tuesday 25 November 2025**

1. **Present** Michael Maher, Claire Fromow, Arapeta Albert, Myriam Gros, Karl Landman and Keezia Haste.
2. **Apologies** Megan Wheeler.
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 21 October 2025 are a true and accurate record.  
*Confirmed – M Gros & K Haste*
6. **Correspondence**
  - i. StudentCare Report – Term 4, 2025 discussed.
  - ii. Letter from BoT to PTA re donation  
*M Maher*
7. **Action List** Discussed:
  - i. Cyclical maintenance to be built into 5YA plan;
  - ii. Other items completed.
8. **Financial Report**
  - i. October Financial Report tabled and discussed. Communication around donations to parents discussed.
  - ii. October Statement of Financial Performance tabled and discussed.  
*Approved – A Albert & C Fromow*
  - iii. 2026 Draft Budget – Discussed and tabled. Will be resubmitted to February meeting.
  - iv. 5YA – Meeting held with the Ministry of Education, Watershed and Project Manager. Plan to upgrade drainage, upgrading windows in J15 & J16 and hall, modernising toilets, upgrading sliding doors and joinery in senior block and upgrading swimming pool roof.  
  
St Thomas's School Board of Trustees met and discussed the report prepared by Watershed and expressed their support.  
*A Albert and M Maher*
9. **Key Issues**
  - i. Camp – Year 6 going to Camp Adair. Camp will be visited by staff who will be running the camp. Board approved camp.
  - ii. Te Tiriti o Waitangi – the Treaty of Waitangi - The Treaty requirement previously in the Education Act said schools would give effect to Te Tiriti, including by ensuring plans,

policies, and local curriculum reflected local tikanga Māori, mātauranga Māori, and te ao Māori; taking all reasonable steps to make instruction available in tikanga Māori and te reo Māori; and achieving equitable outcomes for Māori students.

Staff, Senior Leadership Team and Board of Trustees will continue to support the Te Tiriti o Waitangi – the Treaty of Waitangi requirement.

*M Maher*

**10. Health & Safety Report**

- i. Health and Safety report discussed.
- ii. Sand has been tested – All clear

*M Maher*

**11. General Business**

- i. Music in Schools – 12% of St Thomas’s students attend music lessons.
- ii. Modern Learning Environments (MLEs) discussed.
- iii. Healthy foods and drinks discussed.
- iv. Year 7 & 8 school uniform discussed and proposal to research alternative options for Years 7 & 8 for 2026.
- v. School Uniform – junior t-shirts discussed – Argyle have a handful of old stock left to sell and then all stock will be the new style, with larger neck opening.
- vi. Student numbers for 2026 discussed
- vii. End of year OTJs for the new curriculum discussed. High percentage of students are at and above requirements. Maori and Pasifika achievement levels have increased.
- viii. Proposed BoT dates 2026 – Agreed by Board. Change 24 March to 17 March.

*C Fromow*

**12. Principal’s performance appraisal**

Michael’s performance appraisal completed and acknowledged by the Chair.

**13. Meeting Review**

A lot on the agenda. Good preparation by Board members and professional discussion around the board table.

The meeting closed at 8.19 p.m and the Board went into In Committee. 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 24 February 2025

Signed: \_\_\_\_\_

*Arapeta Albert*  
Chair

Date: \_\_\_\_\_

*24/2/2026.*