



# Karakaka School

EMBRACING LEARNING. BUILDING RESILIENCE. ACHIEVING EXCELLENCE.

“Ka whangaia, ka tupu, ka puawai.”

**Date:** 2nd December 2025

**Meeting Opened:** 5.05pm

**Present:** Sarah Sutherland, Brad Harvey, Anna Powrie, John Dyer, Natalie Allan, Chloe Gotty, Harj Dhindsa

**Apologies:**

**Visitors:** Julie Schumacher

Agenda Items	Discussion Points	Actions to be taken, notes...
<b><u>1. Administration</u></b>		
1.1 Present	As above	
1.2 Apologies	None	
1.3 Declaration of Interest	None	
1.4 Confirmation of Minutes	Confirmation of October minutes CG/NA	
1.5 Matters Arising	None	
1.6 Correspondence	Letter re: Te Tiriti well received	
<b><u>Principal Appraisal</u></b>	Julie Schumacher presenting AP appraisal report to the Board	AP & LF recused PEB Time In: 5.18pm Time Out: 5.43pm
<b><u>2. Strategic Discussions/Decisions</u></b>		

<p><b>2.1 Policy Reviews</b></p> <p><b>2.2 NZSTA Board Training</b></p> <p><b>2.3 Principal Appraisal 2026</b></p> <p><b>2.4 Board Funded Unit for 2026</b></p> <p><b>2.5 Attendance Management Plan to approve</b></p> <p><b>2.6 Letter to the Minister on behalf of the Papakura Principals Association</b></p>	<ul style="list-style-type: none"> <li>• AP will create a document to upload Board feedback on policies</li> <li>• Discussion took place on policies, procedures and communication to our community</li> </ul> <p>None</p> <p>AP moved that we appoint Julie Schumaker as her appraiser for 2026 Seconded: SS, All agree</p> <p>AP moved that the board fund a unit for 2026 for our Year 5 and 6 Senior Team Leader and Mentor. Seconded: BH All agree</p> <p>JD advised the Board on the criteria for the plan. To continue to celebrate attendance. To be launched day one 2026 JD moved to accept the Attendance Management Plan. Seconded CG. All agree</p> <p>Our letter of endorsement has gone out. Letters sent from many Principal associations</p>	<p>To put in newsletter</p>
<p><b><u>3. Monitoring</u></b></p> <p><b>3.1 Principal's Report (including Property, H &amp; S and Personnel Reports)</b></p> <p><b>3.2 Schoolhouse Report</b></p> <p><b>3.3 Finance Report (Draft budget to be presented at Feb 2026 meeting)</b></p>	<p>Taken as read</p> <p>Running smoothly</p> <p>Monthly (November) financial report is taken as read Moved: AP Second: NA All in favour</p> <ul style="list-style-type: none"> <li>• AP discussed draft budget and answered questions</li> <li>• One of our Teacher Aides will be trained up on trust funding applications</li> </ul>	

