



Silverdale School Board Hui Minutes

Hui Held: Monday 30 March 2026

Time: 7.00pm

Location: School Hui Room

Minute Taker: Anne Reid (Secretary)

1. Administrative

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
1.1	Karakia/Mihi & Welcome	The Presiding Member (PM) opened the hui with a mihi and karakia at 7.00pm.		
1.2	Check In			
1.3	Attendance & Apologies	Present: David Powles (PM), Cameron Lockie (Principal), Jamie Summers, Graham Franklin, Sarah Betts (Staff Rep), Jessica Drey, Gair McSkimming. Apologies: Lynn Scott (DP), Laura		

		Webster (DP). Absent:		
1.4	Declaration of Conflicts of Interest	Related Party - Jaime Summers spouse of Sarah Summers (Teacher) and Graham Franklin spouse of Alex Franklin (Team Leader)	Related Parties are noted	
1.5	Confirmation of Previous Minutes	Minutes from the 02 March 2026 hui were reviewed for accuracy.	RESOLUTION 2026/03/01: That the minutes of the 02 March 2026 hui be confirmed as a true and accurate record. Moved: David Powles Seconded: Jaime Summers Carried.	
1.6	Matters Arising from the Minutes	<i>Discussed actions not covered below.</i> Shade sails - Jamie Summers has recently taken a site inspection and in his opinion the balcony areas are fully compliant.		
1.7	Speaking Rights			

2. Governance and Strategy

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
2.1	Strategic Goals Review	2.2.1 -		
2.2	Policy Review	Term 1 Policies Alcohol, Drugs, and Other Harmful Substances Policy - We will change the following wording: There may be exceptions for alcohol where it has been approved at a school or social event outside school hours. To: There may be exceptions for alcohol, subject to the prior written approval by the principal, at a school or social event outside school hours. We will purchase a beer fridge to lock alcohol away. Alcohol is not to be used as	RESOLUTION 2026/03/02: That we accept the changes to the policies reviewed. Moved: David Powles Seconded: Jessica Drey Carried	

		prizes.Cameron will notify the PTA Sun Protection-need to add during term 1 and 4 school students need to wear a hat. Digital Technology and Online Safety - AI policy is currently being worked on. Current policy review Cam will send changes through to School docs		
2.3	Correspondence	As attached	RESOLUTION 2026/03/03: That we accept all general and outward correspondence as correct. Moved: David Powles Seconded: Sarah Betts Carried	

3. Finance and Property

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
3.1	Financial Report	Statement of Cash Flows for the year ending 31 December 2026	RESOLUTION 2026/03/04: That the Statement of Cash Flows for the year ending 31 December 2026 be approved. Moved: David Powles Seconded: Jaime Summers	

		Budget Summary for the year ending 31 December 2026	Carried. RESOLUTION 2026/03/05: That the Budget Summary for the year ending 31 December 2026 be approved. Moved: David Powles Seconded: Jamie Summers Carried.	
3.2	Property Update	Update on 5YA/10YPP project status (e.g., status of the passive play area funding) Property report CCTV Quote received - \$42,000.00 We have asked for additional cameras, plate recognition. Ongoing costs are only maintenance and servicing. Signage needed for each camera and at entry points as you come on site. Board has resolved to prohibit the use of bicycles, e-bikes. E-scooters and scooters on the tiger turf to prevent surface damage. The board has resolved to enforce “dismount and walk” for the entire	RESOLUTION 2026/03/06: That the Silverdale School Board receives the Property Report Moved: David Powles Seconded: Jamie Summers Carried.	

		school grounds to enhance pedestrian safety. The community will be informed via the school newsletter. Offenders will, case by case, initially be warned, up to being trespassed.		
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4. Tumuaki / Principal's Report

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
4.1	Tumuaki / Principal's Report	Cameron Lockie went through the report.	RESOLUTION 2026/03/07: That the Board receives the Principal's Report. Moved: David Powles Seconded: Graham Franklin Carried.	

5. Reporting and Compliance

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
5.1	Health and Safety	Review H&S checklist, hazard register,	RESOLUTION 2026/03/08: That the board receives the H&S checklist, hazard register and incident reports.	Suggested that we schedule a health and

	Report	and incident reports for the month.	Moved: David Powles Seconded: Sarah Betts Carried.	safety expert to conduct a formal walkthrough of the school grounds.
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6. Concluding Ite

Item	Topic	Discussion Summary (Governance/Decision Focus)	Motion/Resolution	Action/Responsibility
6.1	Confirm Next Hui Date	2026 Dates Monday 11 May Monday 15 June Monday 10 August Monday 21 September Monday 2 November Monday 7 December No change	RESOLUTION 2025/12/10: That the Board sets the 2026 Hui dates to Monday 11 May Monday 15 June Monday 10 August Monday 21 September Monday 2 November Monday 7 December No Change Moved: David Powles Seconded: Sarah Betts Carried.	
6.2	Close of Hui Karakia.	Hui closed with a karakia.	N/A	

6.3	Public Excluded Session (if needed)	<i>Resolution was moved and carried to exclude the public at 8.03pm.</i>	RESOLUTION 2025/12/11: That the public be excluded from the remainder of the hui to discuss confidential employment and property matters, pursuant to the section 48(1) of the Local Government Official Information and Meetings Act 1987. Moved: PM Seconded: Cameron Lockie Carried.	
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Approved By:

David Powles

Presiding Member, Silverdale School Board of Trustees

Date Approved: 11 May 2026