Owhiro Bay School Board of Trustees
Meeting Minutes

Date: 24 Mar 2026

---

1. Administration / Opening

1.1 **Karakia, Whakawhanaungatanga**

1.2 **Attendance/Apologies**

Cilla, Nikora, Shaun, Dave, Jason, Hannah, Scott (Obvious)

1.3 **Motion to approve:** Last BoT hui notes

Approved: *Cilla*
Seconded: *Dave*

---

2. Obvious Presentation / Marketing Update

2.1 **Final view of Designs**

The final design elements were reviewed and confirmed.
Branding has been completed in Canva.
There is consistent use of tohutō on Ōwhiro.
The title "Principal" will be changed to "Tumuaki" on all certificates.
The term "ROCKS" has been removed from certificates and replaced with "AWA."
The school name formatting has been updated so that "Te Kura o Ōwhiro" appears in larger text, with "Ōwhiro Bay School" positioned underneath in smaller text.

2.2 **Discussion on outstanding tasks** (including potential video)

Outstanding tasks were discussed, including the development of a values-based video.
The proposed video would explain the new school values.
It is intended to be accessible and engaging for children, supporting understanding and implementation across the school.

2.3 **Update on Open Day preparation**

An update was provided on preparations for the upcoming Open Day, which is scheduled for 1 May 2026. The school will begin using the Hero platform for documentation. The website must be completed and ready by 1 May 2026.

Further details were confirmed for the organisation of the Open Day:

Political Climate:
The Board affirms its role in supporting the principal to make curriculum decisions for the school.
This includes supporting the early implementation of mandatory requirements.

4.3 **Attendance**

See OBS at a glance

---

5. Goal 1: Powerful Learning

4.1 **Curriculum & Assessment**

Teachers are currently completing a Student Placement Grid to support assessment and tracking.
Updated language is being introduced to describe student progress: Emerging, Developing, Consolidating, Proficient, and Exceeding.
The Smart Tool will be implemented earlier than initially planned.

4.2 **Teacher Capability**

There is a need for an additional full-time Teacher Aide to support student learning.
Two new ORS-funded students will be enrolling.
One student currently requires continual one-to-one support.

---

7. Goal 3: Enriching Environments

6.1 **Property & Outdoor Spaces - Dave**

Planned upgrades and property works for Ngā Iti Kahurangi were discussed.
Carpet will be installed in non-teaching stations.
Window latches will be addressed.
Heat pumps and panel heaters will be installed to improve heating.

Instead of a mound, additional surface painting will be completed in the quad.

Dave has signed the Minor Works contract to proceed with the roofing work.
Skylights will be removed as part of this work.
Metal work is being carried out on the junior playground.
Ongoing replacement of boards is continuing.
Cloakbay remediation in Rooms 4 and 5 is still in progress.

6.2 **Finance & Grants - Hannah**

Presiding Member: Shaun Seebaluck

Signed: SS

Date: 3/4/25

(Once approved - to be printed off at the meeting and signed by the Presiding Member)