Owhiro Bay School Board of Trustees
Meeting Minutes
Date: 21 October 2025 6.00pm

TE KURA O Owhiro BAY SCHOOL
Rangatiratanga • Open-mindedness • Creativity • Kotahitanga • Success

1. Administration / Key areas

1.1 Karakia, Whakawhanaungatanga

1.2 Attendees:

- Shaun Seabaluck (Presiding Member)
- Rebecca Barnes-Clarke
- Dave Farrell
- Priscilla Scott
- Hannah Sutton-Molnar
- Nikora Clegg
- Amanda Taylor (minutes)

1.3 Apologies:

- Nil

MOTION: Board recognises Shaun Seabaluck as Presiding member
MOVED: Rebecca **SECOND:** Cilla
Approved.

1.4 Approval of previous meeting minutes:

MOTION: Approval of Board of Trustees minutes for 03/09/25
MOVED: Shaun **SECOND:** Cilla
Approved.

1.5 Actions from previous meeting to discuss: Nil

1.6 Conflict of interest register: Nil

2. Principals Report
(taken as read and Finance, Policy and Maintenance included)

2.1 Giving effect to Te Tiriti o Waitangi:

- Board discussed undertaking further indepth work following Te Tiriti o Waitangi workshop. Board keen to apply Te Tiriti o Waitangi learnings.
- Cilla has had values conversations with whānau Māori including Makere, Erena and Rei.
- Board to meet with Rei Ahipene Mercer (Tangata whenua and Iwi to Ōwhiro Bay - Ngāti Ira and Ngāi Tara).

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MOTION: Board unanimously to approve this, with caveat that a cost is associated with it.

ACTION: Cilla will present the draft proposal to the Board with the associated cost attached at the next Board meeting.

2.5 Finance

Update from Cilla:

- Chris Loveday will help Cilla in making statements about the financial reports.
- Significant amount of grant money will come out of the account this month.
- Request for Board approval to move $60,000 into operating account. ($31,000 for swings, $15,900 for goals. $11,000 teacher aid wages for a fortnight, and other bills)
- Need to clarify coding and ensure there is consistency in Financial Reports.
- Intention to move from Accounting for Schools to Education Services.

ACTION: August and September Finance Reports to be approved out-of-cycle by the Board. Cilla will discuss with Chris Loveday.

ACTION: Cilla will work on the financial statements with Chris Loveday by 4 November 2025.

ACTION: Cilla to ask Chris Loveday to move ŌBS from Accounting for Schools to Education Services.

ACTION: Hannah to understand and oversee accuracy of Financial Reports alongside Cilla.

2.6 Property

Update from Cilla:

- On 15.10.25 money went back to the Ministry of Education for the overpayment of $46,372.32.
- No responses to date from OCTA and MoE advisor around property projects.

Update from Dave:

- Property work extends out to 2027. Dave will get an idea of how the property work will be prioritised.
- Football net replacement has been priced and parent help available with bike rack.
- The hall is an ongoing concern. Cilla noted that Chris will discuss the hall at OBRA's next meeting.
- Community fundraising was discussed for the hall.
- The swing set will be completed in November.
- Junior playground powder coat and also alternative quotes (ie. for playground replacement) being sourced, to see what the best option

- Gnome painting and curry night coming up.
- Celebration of Success (Tuesday, 16 December) - Board representatives needed to recognise teachers, board members (Chris Loveday) and students being farewelled.

ACTION: Board member (Shaun) to hand out flowers and to recognise teachers and students being farewelled at Celebration of Success.

3.4 Community engagement/ Upcoming events:

- NZSTA training: Hannah to attend training next week. Board members to attend Te Tiriti o Waitangi online trainings.

4. Any other business

4.1 Farewell for Chris Loveday: Board to organise a get together to celebrate Chris's service on the Board.

ACTION: Cilla to contact Chris. Board to attend Brunch at Beach House Kiosk.

5. Closing Karakia

Tuia i runga, tuia i raro, tuia i roto, tuia i waho, tuia te here tangata,
ka rongo te po, ka rongo te ao, tihei mauri ora.

Meeting close: 8.00 pm

This is a true and accurate record of the meeting on: 21/ 10/ 25

Presiding Member: Presiding Member Shaun Seabaluck

Signed: SS

Date: 12/11/25

(Once approved- to be printed off at the meeting and signed by the Board Chair)

	ACTIONS CARRIED OVER FROM THE ŌBS BoT MEETING HELD 03/09/25	**Who**	**When**
1	Cilla to record all the key issues the school has had as a user of Edge (referring to above key points), and meet with the Edge team to discuss. Then bring information back to the Board at the next board meeting.	Cilla	Before/At next board meeting

	next Board Meeting.		Board meeting
15	Board member (Shaun) to hand out flowers and to recognise teachers and students being farewelled at the Celebration of Success	Shaun	Tuesday, 16 Dec 2025
16	Cilla to contact Chris. Board to attend Brunch at Beach House Kiosk.	Cilla	Date TBC

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