



Stratford High School Board

Minutes of Board meeting

Tuesday 25 November, 2025

Present:	Cameron Stone, Jason Loveridge, Jane Tobin, Carl Triggs, Riejanne Campbell, Greg Topless, Kate Machen, Brent Watkins, Lily Single.
Late:	
In Attendance:	Amanda Hill
Apologies:	Brad Gibbins

Visitor's Report	Tracey Herewini-Davis Te Rangimarie – Report on Teams
	This is the second year of Reggio Emilia, developed in Italy. Acknowledges that every student has potential. It provides many ways for students to engage in learning. Huge changes in the space with it becoming more social. Some whanau have noticed a change at home too. Study tours are run once a year where teachers go to study and experience how they may set up a classroom. Listening and observing and documenting what you see. Then as a teaching staff use that for next steps. Tracey has a mentor, Whaea Cathy and her principal and works closely with them and is part of the trust. They have webinars and korero. Growth next year, will have eight .2s. These students need one-on-one while at school, but only funded for 18 of the 30 hours. Staff who attend the training will bring it back and share it with the other staff. They have a very stable base of Teacher Aides. There has been a noticeable change since Tracey has started in 2019. Referrals are made to the Ministry of Education, but they do take a long time to get back. Very difficult to acquire extra hours for students. Reasoning around more staff – in a primary school setting, if they have ORS funding they have a teacher and then they get additional teacher help for support. This would happen for a full or half-day. In a secondary setting, there isn't a support teacher. Three full time, plus one for a day and a half. Could have 2 full time and 1 at .6 and 1 at .7. Would have 3 teachers for most of the week. Secondary teachers have non-contact hours, so are not 'on the floor'. These gaps need to be filled. Staffing is generated by the students, but Te Rangimarie will need slightly extra staffing. How many teacher aides in the space? There will be 12 full-time and 3 part time teacher aides next year with the increased numbers. There will always be a teacher aide in a space. The teacher is the person that is with them, teachers are responsible overall – with parents, planning, reporting etc...

Declarations of Conflicts of Interest

Member				
Brad Gibbons	-			
Cameron Stone	N			
Riejanne Campbell	N			
Lily Single	N			
Jason Loveridge	N			
Carl Triggs	N			
Jane Tobin	N			
Brent Watkins	N			
Kate Machen	N			
Greg Topless	N			

Administration

Confirmation of minutes <i>Moved Loveridge that the minutes from the previous meeting are approved. Seconded Triggs</i>	Minutes were discussed and signed. Moved Jason Loveridge Carried: All
Matters Arising:	Ride on mower is back and running. Staff need to get all paperwork in at least 48 hours before the meeting. Late letters and information will be placed into the next month meeting.

Board Reports:

Principal Report: <i>Moved Stone that the Principal's report is accepted. Seconded Loveridge.</i>	<i>On Teams</i> Another busy term with modified sports on with students out and lots of relievers in. This has been challenging. We will be making a concerted effort to make sure that teachers aren't away from their classes too often. We need the activities but also need continuity in the classroom. Numbers leaving are normal, but still more than we like. Our challenge is to have everybody who leaves, going to something. (Transitional plans). Summer school is really important to our students and makes a big difference. Gives them an extra opportunity to succeed. Puawai -new initiative which has had mixed results. 350 plus lessons, every lesson to be planned. Was to be a themed process, but didn't quite work this way as were lots of single lessons. Will be working on this for next year. Gives students an extra opportunity for learning. Cam was on the panel – talking about the cell phone ban in schools. Deans are set for next year. New DP will be supporting them as there are some young ones there. Whaea Tracey's proposal - Still need to finalise our staffing. Reluctant to go ahead yet until we have our staffing in place for next year. Staffing could get tighter, and we need to be thinking ahead.
---	--

Student Report: Lily Single <i>Moved Single that the student report is received. Seconded Watkins</i>	<i>On Teams</i> Senior students have been busy with prizegiving. Next year's head boy and girl were awarded (Hunta Ngatai-Northcott and Tessa Slater). Dux awarded to Kiahna Smith. Year 13's had their 'spirit week'. Different dress up themes and a prank day. Exams currently on. The year 10 commerce class have had a market day and the year 9 social studies group went to the Patea River.
---	---

Staff Report: Riejanne Campbell <i>Moved Campbell that the staff report is received. Seconded Tobin</i> <i>Moved Campbell that we pay him \$50 per call out. CARRIED All</i>	Coming in when the alarms go off – checking the school if Cam's not available. This person has been doing it for 20 years and was wondering if the price could go up. \$25 per call out. It's a bit of an inconvenience for them to come in. Would like to be \$50. Board is happy to raise this payout. <i>Moved Campbell that we pay him \$50 per call out. CARRIED All</i> Board to sort Morning tea with the staff – could do it on the 8th or 9th of December during tidy up. <i>Cam to sort this.</i>
---	---

Committee reports: ideally a written report is circulated with the agenda.

Finance: Triggs Accounts: The Board must approve the month's accounts, as recommended by the Finance Committee which has scrutinized them. Minutes: Minutes of the Finance Committee meeting are received. <i>Moved Triggs that the Board approve the payment of the</i>	<i>On Teams</i> Conflict of interest of Brad doing property maintenance, but Brad stepping down from Board in March 2026 so will continue with the maintenance. Staffing budget is good, but finding teachers to fill vacant roles is proving difficult. Using these funds to pay for relievers at the moment. Financial position: Available funds as at 31 December 2025 \$1,137,474. Few jobs on Accessibility upgrade – Toilet upgrade had to be changed due to the concrete floor. Staffroom is coming in overbudget so will be slightly downgraded with the toilets going on hold.
--	--



<i>accounts. Seconded Stone</i>	Multipurpose space declined – the process was very poor. RFI's around design plans and decided it was taking too much time and decided to decline it. We have 20 days to redesign. Request for more chattels in multispace were approved.
Health and Safety: Jane Tobin <i>Moved Tobin that the Health and Safety report is received. Seconded Watkins</i>	<i>On Teams</i> Only things brought up were a bee sting, a seizure and a whiteboard fell down onto a student – have no information on this as yet. A wipe down bed for the nurse – would be \$4.5k A new wheelchair would be very helpful too. <i>Cam to look into this.</i> Asbestos in CL Block query – it isn't asbestos. This has been tested. A list of chemicals to give to the fire brigade as when some are exposed to air, can explode. The office, Neil and the science department all need copies accessible for the fire service. People and Policy Cars going through the school – to make students aware of the hazards. Emma is running the accident register at the moment. Hazards – are now the responsibility of every staff member. Currently just written into Neil's book. Will be formalised. Bullying and Harassment – social media plays a part. To get parents more involved. Physical restraint – how to minimise this and staff members need to have taken a course. An online module is done and PD is done within the school. Non-teaching staff need to be authorised. DP and AP – put on to public excluded.
People and Policy <i>Moved Tobin that the People and Policy report is received. Seconded Watkins</i>	People and Policy Cars going through the school – to make students aware of the hazards. Emma is running the accident register at the moment. Hazards – are now the responsibility of every staff member. Currently just written into Neil's book. Will be formalised next year. Bullying and Harassment – social media plays a part. To get parents more involved. Physical restraint – how to minimise this and staff members need to have taken a course. An online module is completed and PD is done within the school. Non-teaching staff need to be authorised.
Property Report: Brad Gibbons <i>Moved Stone that the property report is received. Seconded Watkins</i>	Rear beam in gymnasium – quote for three beams is less cost than the one rear beam. We have a few jobs on: Accessibility upgrade – Toilet upgrade had to be changed due to the concrete floor. Staffroom is coming in overbudget so will be slightly downgraded with the toilets going on hold. Multipurpose space declined – the process was very poor. RFI's around design plans was taking too much time and they decided to decline it. We still have 20 days to redesign. This will cause delays in construction start date. Roofing: Draft tenders are being prepared. Mini Futsal/Pickleball Court should be installed before the end of the year, with the seating being installed in March of next year.
Farm: Jason Loveridge	Next year there will be 2 year 12 classes and a year 13 class, which is great. Need some direction and support with 13.7 hectares and on how to manage this. Boundaries are being checked by Jason.



<i>Moved Loveridge that the farm report is received. Seconded Stone</i>	Lease agreement – it hasn't been maintained and the boundary fences aren't all up to spec. We need this done as we will have sheep. Troughs are currently for cows and we need these to be set for sheep. Plan is to run 100 ewes. (Currently have 30). Looking at Romney. Currently have running water. Concrete floor is needed. Will ask for a grant to help with all of this. There is a need for a farm manager (like arts co-ordinator and sports co-ordinator). Looking at retired farm manager who could do 10 hours a week. To support our teachers. It is for educational purposes, not calling vets, ringing the contractor etc... To also cover for over the holidays. Would also have some engagement with the students. On the fence, to put on the school sponsors – funding or time. We are getting great support with this.
---	---

Correspondence:

Inwards correspondence includes emailed circulars, etc. NZSTA news –

Date	Name	Regarding
4 Nov	M Taylor	Resignation
6 Nov	X Maketoni	Craig Scholarship Application
11 Nov	S Terry	Leave request
11 Nov	F Morgan	Resignation
12 Nov	School Docs	Updates
21 Nov	J Burke	Rental Request
21 Nov	J Mack	Change of hours request
24 Nov	M Gerrard	Te Tiriti
25 Nov	L Roodbeen	Leave request

Outwards Correspondence

Date	Name	Regarding
28 Oct	F Morgan	Leave reply
28 Oct	J Bell	Change of hours reply
28 Oct	M Gerrard	Leave reply

General Business:

GST Query with school trips – Still waiting on this.
--

Closed Agenda (Public Excluded Business) a. Apologies b. Confirmation of minutes c. Matters arising d. General Business Discussion of matters relating to staff and students, including Welfare and Discipline Committee	<i>Moved Loveridge that the public be excluded for agenda items relating to NAG5 pursuant to section 48 of the Local Government Official Information and Meetings Act. The reason being to discuss matters regarding personnel and the ground is to protect the privacy of individuals</i> <i>Moved Loveridge that the Board move out of Public Excluded Business at CARRIED All</i>
--	--

Meeting closure: Preparation for next meeting	
---	--

Meeting closed at 8.27pm

Motions from the meeting:

Moved Loveridge that the minutes from the previous meeting are approved. Seconded Triggs

Moved Stone that the Principal's report is accepted. Seconded Loveridge.

Moved Single that the student report is received. Seconded Watkins

Moved Campbell that the staff report is received. Seconded Tobin

Moved Campbell that we pay him \$50 per call out. CARRIED All

Moved Triggs that the Board approve the payment of the accounts. Seconded Stone

Moved Tobin that the Health and Safety report is received. Seconded Watkins

Moved Tobin that the People and Policy report is received. Seconded Watkins



Moved Stone that the property report is received. Seconded Watkins
Moved Loveridge that the farm report is received. Seconded Stone

Signed:

Board Chair:



Date:

26/02/26

