# CONFIRMED MINUTES

## TERM 2, 2026 - MEETING NO. 2

At the **Term 3, 2026 - Meeting No. 1** on **5 Aug 2026** these minutes were **confirmed as presented.**

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| **Name:** | Mountainview High School |
| **Date:** | Wednesday, 24 June 2026 |
| **Time:** | 6:49 pm to 8:34 pm (NZST) |
| **Location:** | Default Location, 97 Pages Rd, Marchwiel, Timaru, New Zealand |
| **Board Members:** | Jenny Carter-Bolitho (Chair), Alex Weatherall, Claire Hargest-Slade, Emma Morton, Kristen Jensen, Krystle Butler, Kiran Gibbard |
| **Attendees:** | Kristy Swain |
| **Apologies:** | Nicole Fitzgerald, Logan Wood |
| **Guests/Notes:** | Rebecca Rhodes, Catherine Smith |

## 1. Opening Meeting

### 1.1 Apologies

**Apologies**

That apologies from Nicole Fitzgerald & Logan Wood be accepted.

**Decision Date:** 24 Jun 2026
**Mover:** Claire Hargest-Slade
**Seconder:** Krystle Butler
**Outcome:** Approved

### 1.2 Public Attendance

**Public Attendance & Speaking Rights**

That Catherine Smith and Rebecca Rhodes be accepted to this evenings meeting and be given speaking rights.

**Decision Date:** 24 Jun 2026
**Mover:** Emma Morton
**Seconder:** Kristen Jensen
**Outcome:** Approved

### 1.3 Interests Register

No conflicts of interest were declared.

# 2. Confirm Minutes

## 2.1 Confirm Minutes

**Term 2, 2026 - Meeting No. 1 20 May 2026,** the minutes were confirmed as presented.

**Confirm Minutes**

That the Minutes of the meeting held on 20 May 2026 were taken as read and approved as a true and accurate record.

**Decision Date:** 24 Jun 2026
**Mover:** Krystle Butler
**Seconder:** Claire Hargest-Slade
**Outcome:** Approved

## 2.2 Matters Arising

There were no matters arising from the Minutes.

# 3. Actions from Previous Meetings

# 4. Correspondence

## 4.1 Correspondence In

Permission form received from Principal at Gleniti School to engage with some Mountainview High School staff in relation to research to assist with his Master of Education (thesis). He will need 90 minutes with our Principal and our Senior Leadership Team to complete an anonymous 10-15 minute digital survey. Teaching and Leading to the North East is part of our strategic goals, although our professional growth coaching has changed this year and we are doing a playbook style as opposed to RBL observation tools and coaching framework. The Principal and Senior Leadership Team will be happy to assist.

**Correspondence in & Approval of Research**

That the Board inwards correspondence be accepted and the request for permission for research to be completed is approved.

**Decision Date:** 24 Jun 2026
**Mover:** Jenny Carter-Bolitho
**Outcome:** Approved

# 5. Curriculum Presentation

## 5.1 Where are we

**Presentation started 6.52pm**

Presentation provided by Deputy Principal for Curriculum & Achievement following on from attendance at a recent roadshow attended by Deputy Principal for Curriculum & Achievement and the Acting Principal. Professor Jenny Poskett as one of the speakers and talked about 'why' there were curriculum changes which was positive. Following on from the roadshow, the Deputy Principal for Curriculum & Achievement has further researched and provided feedback to staff and now with a presentation to the Board.

A slideslow including data and images was provided which included how students and teachers are currently feeling and what they are actually saying.  Statistics were provided for Level 1 (2019-2024) and Level 2 (2019-2023) showing a major drop for Level 1 attributed due to less exams and more internals.  The attainment data is variable between schools which is in relation to lower/higher equity schools.  The equity index takes into account factors including: household income, parental education, housing instability.  A graph of local schools equity index was shown with Mountainview sitting at 494.  It was mentioned that our zone impacts the type of students we receive from our feeder schools and those teachers in lower socio economic schools are doing more work.

There are three interacting changes: 1 - achievement over time changes, 2 - assessment mix changes and 3 - system pressure changes and the result for teachers and students is they are experiencing workload fatigue, pressure and fragmentation.

More than half of year 9 students coming in are starting below curriculum expectations with many having attendance concerns.

The curriculum refresh is attempting to rebuild coherence, reduce fragmentation and stabilise both learning and workload systems.

Our English and Maths departments are in the midst of the curriculum changes with Science/Social Science at feedback stage.

The reality is that change is uncertain and feedback will need to be prioritised.  Staff have been assured that they are not alone in this change as it is systemic & global, that it will take time to embed the change, that attention is a problem and we need to reduce the cognitive overload for staff & students, together with tracking our progress.

The Board thanked the Deputy Principal for Curriculum & Achievement for her presentation and the work she has undertaken to implement the curriculum changes.

**Presentation finished 7.13pm**

# 6. Management Reports

## 6.1 Principal Report

<u>Principal's Report</u>

Attendance is good.

There have been a significant amount of stand downs & two suspensions.

*Staffing for SAC for Assessments*

There is currently a delay in providing SAC to students due to staffing restraints.  We currently have 36 students that require SAC conditions.  In addition to our current staff for SAC data highlighted the need for an additional 1.7 teachers to what we are providing.  Request to employ another Teacher Aide for 20hrs per week until the end of the year.

*Astro Turf/Netball & Tennis Courts*

The Ministry has advised that we can proceed with funding the astro turf, netball and tennis courts projects.  Last year when initial discussions were taking place around this, the former Principal managed to secure a grant from Trust Aoraki which then subsequently had to be returned as the projects were not proceeding at that time.  The Acting Principal intends to apply for this grant again and is seeking the Board's permission to complete this. Once the projects are underway there are opportunities to fundraise or seek donations.

The Board is happy to approve the quote received for the astro turf from Smartgrass, however the quote needs amending to include the additional extras as indicated last year and then circulated to the Board for approval.

**Employment of Teacher Aide to assist with SAC conditions**

The Board approves the unbudgeted expense of between $12,444 – 14,712 to employ a Teacher Aide to assist with SAC conditions for 20 hours per week for 20 weeks (to the end of the year - 2026).

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| **Decision Date:** | 24 Jun 2026 |
| **Mover:** | Jenny Carter-Bolitho |
| **Outcome:** | Approved |

**Netball & Tennis Courts**

That the Board accepts the quote from Plexipave for $63,135.00 including GST for completion of the Netball and Tennis Courts and the Board agrees to allow the Acting Principal to complete grant application paperwork in relation to the projects.

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| **Decision Date:** | 24 Jun 2026 |
| **Mover:** | Claire Hargest-Slade |
| **Seconder:** | Krystle Butler |
| **Outcome:** | Approved |

**Principal's Report**

That the Principal’s Report be accepted by the Board.

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| **Decision Date:** | 24 Jun 2026 |
| **Mover:** | Alex Weatherall |
| **Seconder:** | Emma Morton |
| **Outcome:** | Approved |

## 6.2 Health & Safety Report

Ventilation issue causing woodchip to get damp and compact which is problematic for the auger. A quote is coming that would rectify the ventilation issue and if received in time, could go under supplementary funding. The other aspect is, if the woodchip was dry, it would flow better.

Confined space training and working at heights training courses have been booked in.

The Board viewed the incident register.

**Health & Safety Report**

That the Health and Safety Report be accepted by the Board.

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| **Decision Date:** | 24 Jun 2026 |
| **Mover:** | Emma Morton |
| **Seconder:** | Kristen Jensen |
| **Outcome:** | Approved |

## 6.3 EOTC Report

**EOTC Report & SISS Netball EOTC Trip**

That the Board approves the Junior Netball SISS tournament EOTC Trip from 5 to 9 July and the EOTC Report.

**Decision Date:** 24 Jun 2026
**Mover:** Emma Morton
**Seconder:** Kristen Jensen
**Outcome:** Approved

# 7. International

## 7.1 International Report

**International Report**

That the Board accepts the International Report.

**Decision Date:** 24 Jun 2026
**Mover:** Alex Weatherall
**Seconder:** Claire Hargest-Slade
**Outcome:** Approved

## 7.2 2028 Fee Structure

In relation to comparable fees, Mountainview is sitting in the middle between other local schools. The Board are happy with the information provided around the 2028 fee structure and send thanks to the International Director for her work regarding this.

**2028 International Fee Structure**

That the Board accepts the 2028 International Fee structure.

**Decision Date:** 24 Jun 2026
**Mover:** Alex Weatherall
**Seconder:** Claire Hargest-Slade
**Outcome:** Approved

# 8. Finance

## 8.1 Finance Report

Relief is over budget but as expected at this time of the year. A lot of excess figures are due to timing including the Arts department which is linked to the upcoming production, however this will be reimbursed once tickets sell.

**Finance Report**

That the Board approves the Finance Report.

**Decision Date:** 24 Jun 2026
**Mover:** Jenny Carter-Bolitho
**Outcome:** Approved

## 8.2 2025 Financial Statements

**2025 Financial Statements & Nexia Independent Auditor's Report.**

That the Board approves the signed & stamped 2025 Financial Statements & Nexia Independent Auditor's Report.

**Decision Date:** 24 Jun 2026
**Mover:** Jenny Carter-Bolitho

**Outcome:** Approved

# 9. Term 2 School Docs Policy Review

## 9.1 Term 2 Policy Review

Policy provided to Deputy Principal with Bus Controller portfolio and reviewed with no concerns.

Query raised regarding the safeness of the buses and whether they provide seatbelts. Due diligence will be completed around this matter.

**Term 2 Policy - Daily School Bus**

That the Board approves the Daily School Bus policy

**Decision Date:** 24 Jun 2026
**Mover:** Krystle Butler
**Seconder:** Emma Morton
**Outcome:** Approved

# 10. General

## 10.1 Flying Minute Update

Flying Minute update provided.

## 10.2 Schedule of Delegations

Schedule of Delegations that was reviewed early in the year was recently noticed to have the incorrect review date on the document. This has been amended and will be provided to School Docs to have it replaced.

## 10.3 Laser Cutter Proposal

Technology already have one laser cutter, currently. At this stage the Board are unable to fund another. The Technology department are to be advised to include this in the technology budget for 2027.

**Laser Cutter**

The Board does not approve purchase of an additional laser cutter.

**Decision Date:** 24 Jun 2026
**Mover:** Krystle Butler
**Seconder:** Kristen Jensen
**Outcome:** Not Approved

## 10.4 Junior Polo Shirt

A total of 4 samples were shown to Board. The sample that was approved is the embroidered MV logo - medium size. There will be a phase in period where the current green shirt can be worn in conjunction with the polo. The polo is for year 9 and 10 students and is a unisex design. It is being implemented for comfort and economic reasons as well as the ability to be worn by any gender/identity.

**Junior Polo Shirt**

That the Board agrees to implement the polo shirt for junior students (embroidered MV medium size logo).

**Decision Date:** 24 Jun 2026
**Mover:** Alex Weatherall
**Seconder:** Claire Hargest-Slade
**Outcome:** Approved

### 10.5 Extension of Acting Principal

**Extension of Acting Principal**

That the Mountainview High School Board of Trustees agrees to extend the appointment of Kiran Gibbard as Acting Principal from 4 July 2026 to 14 July 2026 and that Kiran Gibbard be granted the delegated authority to act in this position.

**Decision Date:** 24 Jun 2026
**Mover:** Jenny Carter-Bolitho
**Outcome:** Approved

### 10.6 Recognition of Staff for Term 2

The Board wishes to acknowledge staff for their work during Term 2 this year, including Kiran Gibbard as Acting Principal, Brent Duncan as Acting Deputy Principal and Selena Charteris as Acting Deputy Principal. The Board is appreciative of the work completed by everyone.

**Recognition of Staff for Term 2**

That the Board agrees to arrange for morning tea for staff on Monday, 29 June 2026 together with thank you gifts to Kiran Gibbard ($500), Brent Duncan ($150) and Selena Charteris ($150) to acknowledge their work in acting up Senior Leadership positions during Term 2, 2026.

**Decision Date:** 24 Jun 2026
**Mover:** Claire Hargest-Slade
**Seconder:** Emma Morton
**Outcome:** Approved

## 11. In Committee

### 11.1 In Committee

**Public be excluded from In Committee**

7.58pm It was moved that in terms of section 48 of the Local Government Information Meeting Act 1987 that the public be excluded from this part of the meeting as the Board wishes to discuss matters pertaining to flying minutes, correspondence in, correspondence out, staffing, student, whānau/community.

**Decision Date:** 24 Jun 2026
**Mover:** Jenny Carter-Bolitho
**Outcome:** Approved

**Return to Open Meeting**

8.33pm It was moved from the Chair that the meeting return to an Open Meeting.

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| **Decision Date:** | 24 Jun 2026 |
| **Mover:** | Jenny Carter-Bolitho |
| **Outcome:** | Approved |

# 12. Close Meeting

## 12.1 Close the meeting

**Next meeting:** Term 3, 2026 - Meeting No. 1 - 5 Aug 2026, 6:30 pm

Jenny Carter-Bolitho
5 Aug 2026