

MINUTES

For the meeting of the **Middleton Grange School Board** **Monday, 15 September 2025**

18.00 – 22:45 pm / SLT Meeting Room



Welcome & Devotion

- Present** Mel Hikuroa (Chair), Craig Utting (Acting Principal) [*left at 21:55*], Andy Milne, Chris Hannen [*arrived at 6:05pm*], Nick Pomare, Sisilia Misa [*left at 21:18*], David Gillon, Karen Winder, Tony Kan, Geoff Robson, Alexis O'Connell
- In attendance** Jenny Addison (Acting Associate Principal) [*left at 21:55*]
Marrianne Reinders (Minute Secretary)
- Apologies** Rebekah Immanuel
- Opening Comments (Mel)**
- Results of election to be announced tomorrow, new board takes office 7 days after that.
 - Remember morning tea on 10:40am Wednesday – thankyou to staff for their work in Term 3, welcome to Gregg Le Roux. Welcome to anyone who can come.
 - Board granted permission for Marrianne to record the meeting to assist with minutes.
- Devotion** Karen Winder. Psalm 13, Habakkuk 1:2-3. Reflection on impact of Charlie Kirk death. Injustice of being shot for having an opinion, especially for espousing the Word of God. Can see things in our schools that are not right – reminds us of the injustice of the world, and our need of a Saviour. Joy of knowing our salvation is sure, God is on His throne. Despite what we see around us, the Lord is still moving.
- Karen opened the meeting in prayer.

Special Topic

Tonga Mission and Service Trip

Apologies from Tim Lalahi due to family sickness. Presentation delayed till 3 November meeting.

Administration

1. MINUTES

Some comments went to Hillary who is on leave at the moment. They have not yet been added into the minutes, but it is this board which needs to approve them.

Motion: That the Minutes of the meeting of 4 August 2025 be accepted as a true and accurate record of the meeting subject to amendments agreed by Mel/Hillary.

Moved Mel Hikuroa, Presiding Member	CARRIED
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2. DEVOTIONS

3 November 2025: Chris Hannen

3. BOARD

a. BOARD ELECTIONS

- Board Nomination Evening**
- Board Staff Election**

iii. **Board Student Election**

No nominations in the election so there needs to be a by-election. Sisilia willing to re-stand.

Action – promotion of student election SLT

iv. **Board Election Results**

Parent – Tuesday, 16 September
Staff - Friday, 19 September

v. **Post Election Checklist**

b. **DECLARATION OF INTERESTS**

None

c. **END OF YEAR PRIZEGIVING - PRAYER**

[Minutes/Dates/Devotions/Process/Members/Interests](#)

Wednesday, 26 November	Board Member to pray xxxxxxxxxxxx	Year 11 Prizegiving
Monday, 1 December	Board Member to pray xxxxxxxxxxxx	Year 12-13 Prizegiving
Friday, 5 December	Board Member to pray xxxx ??????	Year 1-6 Prizegiving
Wednesday, 11 December	Board Member to pray xxxxxxxxxxxx	Year 7-10 Prizegiving

Will confirm after 16th Sept election results.

4. **INTERNAL REVIEW**

Updated.

Finance Policy review going to Finance Committee on 29 October

5. **BOARD HANDBOOK**

No change since last time

Discussion

1. **Outstanding Actions and Recommendations**

Action Points:

- SG 1a Peter Collier and appropriate SLT – review with staff and students. Due at next meeting.
- Ko Wai Tatou – due Feb 2026
- SG3b Parent Induction Brochure – Tony Kan, Gregg. To be ready before next enrolment season.

2. **MGS Strategic Plan 2026-2028**

a. **Readings**

- i. Update
- ii. Community Consultation questions

iii. Community Consultation results & Chat GPT Summary

Discussion

- Not full confidence in Chat GPT summary
- Looking at parental feedback there seems to be a check on what we are doing. Are we racing ahead and not doing some things well? Is it time take a pause and conduct an audit?

- Some confusion around what MGS is about, potentially miscommunication – e.g. 14 ‘disagrees’ re Special Role, people’s view of what Christian schooling is about.
- Perhaps goals were not well presented: Goal 3 Focus on why we want the person
- More strategic – focus on ‘what’ outcome we want to achieve, not ‘how’ it will be achieved.
- Most goals were largely supported, even though some had additional comment
Somewhat obvious mismatch between parental expectation for Christian education and expectation of SLT and Board.
- Thinking around improving communication on this issue.
- 89 responses out of a possible 1,000 approx. About a 9% response rate.
- Of 89 responses 5 were anomalous. Looking at the numbers would be helpful – Chat GPT does not analyse these.
 - Goal 1: 100% agreed, some questions around clarity
 - Goal 2: 7/89 (8%) not keen on this goal
 - Goal 3: 14/89 (16%) against – but comment re preferring \$ be spent in classroom. Good question to ask – are we sacrificing one for the other?
 - Goal 4: 4/89 (5%) against. Question around clarity.
 - Goal 5: 4/89 (5%) against...felt it was largely already covered
 - Goal 6: 8/89 (9%) against. There seemed to be misunderstanding. We were looking at how those relationships improve outcomes in our school
- Should have had a box for ‘any other suggestions’
- No clear pointers to indicate the Strategic Plan is not on the right track. Just needs refining.

Actions:

- That survey result for Goal 5 is shared with SLT for consideration around parent induction
- Provide consultation feedback for new board
- Thank parents for their responses
- Do an updated draft Strategic Plan when ready. Goals largely approved, but need some clarity. SP to have focus on ‘what’, less on ‘how’ which is the focus of AIP
- Consider use of Chat GPT – is board comfortable to have its work run through AI? Board processes – incoming board to consider use of AI/Chat GT and put something in board processes record

b. **Utilization and optimization report** – readings and discussion In Committee

c. **AIP ANALYSIS OF VARIANCE 2025**

Most tracking as expected.

Lot of unfinished business to wrap up in Term 4.

d. **Note - BOARD HUI** - Summary and recommendations from the working party (In Committee)

3. BYLAWS

Not yet ready. Will come to next meeting

4. POLICIES

a. TREATY OF WAITANGI POLICY

Discussion on community feedback from Māori families in the school.

- A lot of it not relevant to schools. #1 a good one to share and talk about in school setting.
- Largely happy to say ‘thank you for your feedback, but we’d like to try running it for the next 3 years. Feedback to be recorded and fed into next review.

Action:

- Main policy: take out ‘coexist’ and replace with ‘living together’

b. CURRICULUM POLICY – NEW

Recommendation: forward template first draft to Gregg, Craig, & Dean that (new) working group discuss further in Term 4 and bring next draft to board on 3 November

c. MEDIA POLICY

- Social Media has been included already
- Staff use of social media re school matters covered in Cybersafety policy

Actions:

- Add to clause 15 include legal counsel amongst group of people advice may be sought from
- Add in to clause 19: Website, Alumni page etc
- Check internal procedures re who vets what goes on website, in newsletter, Friday notices etc

5. ACTING PRINCIPAL'S STRATEGIC REPORT

a. Verbal update

- New board consider content of Principal's report – is what board is receiving what it wants to, is there anything missing? This was reviewed last year, but no doubt Gregg will look at this when he begins his new role
- Acknowledge feedback to board/school on students as representatives of MGS and SC.
- Note co-requisite results – outstanding against national averages, Alexis has written a letter of thanks to them

b. Learning Centre report - as per previous action 4th August.

- A trend of increasing numbers requiring learning support
- Is there a systemic issue? No. Recognised as a good operator in this space, so people send their children to MGS because of that. More diagnoses than there used to be.
- Is there an enrolment trend/issue?
- Requests are a commitment in interest and willingness to support

Actions

- What is required to have the Learning Centre running well – budgetary and other? Recommendation to come to board at next meeting.
- Is there any requirement for the over and above funding for specific student to continue in 2026?
- Contributing schools need to have diagnoses done prior to student graduation to MGS so funding can be in place.
- Numbers in report very generic. Is there any data which breaks down sub groups within each category?
- What is connection between wellbeing and work of Learning Centre? If half time being spent in behaviour support how does that impact LC?
- Is there any other thinking around different ways to do it? (e.g. considering what other schools are doing)
- Results data showing impact of support

6. INTERNAL REVIEW

Reviewed and updated

7. STUDENT TRUSTEE REPORT

- Sr A Team played 2nd in B Grade – great achievement
- Requested prayer for Sr students doing prelims and coming up to final exams

Nick prayed for senior students and upcoming leavers

8. QUESTIONS RAISED OR DISCUSSION RAISED FROM THE Readings

a. Enrolments Recommendations

- Cannot decline enrolments on basis of behavioural issues.
- No applications declined in integrated schools, even non-preference, they go on waiting list
- Note connection between final recommendations and parent induction

Action

- Consider Richard Vanderpyl recommendations before next enrolment season. *Add to board workplan for Term 2, 2026.
- Consider brochure with clear outline of SC for prospective parents

b. Use of AI in Education

- This paper arose from board request at last meeting
- Add in 3rd group – the board
- Communication with school community
- Is in Strategic Plan for next year

Action

- Tag to Strategic planning for 2026-2028
- Add in information that Tony gave to Dean
- Need to have consideration of theological implications

c. Conference Reports/Outcomes

Action

- Board would like to hear about how learnings from conferences could impact on what happens at MGS.

OUTSTANDING ACTIONS & RECOMMENDATIONS

Ongoing actions / items added by agreement

See Readings

1. None

MOTIONS

1. ADMINISTRATION

Ratify motion approved by email on 5th Sept regarding approving Ben Knowles as returning officer for the student representative to the board

Moved	Mel Hikuroa, Presiding Member	CARRIED
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2. COMMITTEES

a. Property Committee

To accept the Minutes of the Property Committee meeting of 28 August 2025 and any recommendations contained therein.

Moved	Chris Hannen	Seconded	Alexis O'Connell	CARRIED
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b. Health & Safety Committee

To accept the Minutes of the Health & Safety Committee of 25 August 2025 and any recommendations contained therein.

Moved	Chris Hannen	Seconded	Karen Winder	CARRIED
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c. **IBOA Committee**

- i. To accept the Minutes of the International Board of Advisors (IBOA) meeting of 9 September 2025 and any recommendations contained therein

Moved	Mel Hikuroa (Presiding Member)	Seconded	CARRIED
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- ii. **Marketing Plan 2026** To approve the Marketing Plan 2026.
Defer till 3 November to allow Gregg to contribute. Welcome feedback from Colleen if she has a concern, she can bring to new principal who can consult board.

d. **Uniform Committee**

To accept the Minutes of the Uniform Committee of 10 September 2025

Moved	Sisilia Misa	Seconded	Alexis O'Connell	CARRIED
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Feedback for UC:

- Differentiation between sports uniform of MGS & other schools (Burnside in particular).
- Allow good transition period to new uniform – 3-5 years.
- NZU give a credit, write off as sponsorship.
- Significant change from one PE uniform to another – when this proposal comes to the Board it needs to see photos of uniform on models with rationale for choices provided.
- Gender – is it possible to have a non-gendered PE uniform?

3. **POLICIES**

a. **Media Communications**

To adopt the Media Communications Policy with recommended additions

Moved	Mel Hikuroa (Presiding Member)	Seconded	CARRIED
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b. **Curriculum Policy**

To adopt the Curriculum Policy – motion not put.

Action: referred to Gregg, Craig and Dean

c. **Treaty of Waitangi Policy**

To adopt the Treaty of Waitangi Policy with recommended changes

Moved	Karen Winder	Seconded	Dave Gillon	CARRIED
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Abstention: Tony Kan

4. **FINANCE**

- a. To ratify reimbursement to Mel Hikiuroa, Presiding Member, for the farewell gift for Mike Vannoort, of \$125.00 from Moffat's Flower Company.

Moved	Tony Kan	Seconded	Chris Hannen	CARRIED
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Thanks to Paul for very clear tables – could be understood.

5. **ACTING PRINCIPAL'S STRATEGIC REPORT**

- a. That the Acting Principal's Strategic Report be accepted

Moved	Dave Gillon	Seconded	Nick Pomare	CARRIED
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Correspondence

See Correspondence Section

1. Alexis O'Connell Resignation.
2. Legacy After School & Holiday Care Business Plan
3. Enrolment Scheme Amendments
 - St Marks School and Rudolf Steiner
 - Response due by 19 September 2025
4. Prayer Space – Parent Request

Actions

1. Huge appreciation for Alexis' work on the board
2. Note change to new provider, same expectations and checks as with previous provider.
3. Chris Hannen will put in submission of support from MGS Board re St Marks School Enrolment Scheme
4. Refer to Proprietor for consideration

READINGS *(Included in tabs)*

Geoff closed public session in prayer at 20:27pm.

IN COMMITTEE

Motion

'That the public be excluded from the following part/s of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under [section 48\(1\)](#) of the Local Government Official Information and Meetings Act 1987 for the passing of is resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Disciplinary matters	Protect the privacy of individuals	S7(2)(a)
Employment matters	Protect the privacy of individuals	S7(2)(a)
CEN Roll Growth	To enable the board to deliberate in private	S7(2)(i)

This resolution is made in reliance on [section 48\(1\)\(a\)](#) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by [section 7](#) of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.'

Moved Mel Hikuroa, Presiding Member

CARRIED

Motion 'That the meeting move back into public session.'

CARRIED

Moved Mel Hikuroa, Presiding Member

The meeting resumed in public at 22:45. Meeting closed at 22:45

NEXT MEETING

Date	Monday 3 November 2025
Devotion	Chris Hannen
Special Topic	Tonga Mission & Service Trip – Tim Lalahi and Sisilia Misa
Discussion Topic	Update on Scripture & CHR – Peter Collier
Prior Leave	

Signed:

Date: