

Waitaria Bay School Board of Trustees
Meeting Minutes Tuesday 11th August 2026
Meeting opened at 4:00pm

Present: Georgie Gerard, Agnes Takacs, Kate Hutterd, Tineke Giddy, Braden Moleta

Apologies: Lynley Offen Minute Secretary

Confirmation of June meeting minutes

Moved Kate Seconded Georgie

Declaration of Interests - Bus Leave Request

Review of Action Points from the previous meeting;

WHAT	WHO	WHAT/WHEN	STATUS
Technology for Year 7 and 8	Tineke	Gather information from MoE Resourcing and the MoE transport division.	Completed
New Bus Test Drive	Karoly/Agi	During holiday break	N/A
Tineke to use existing Fire Alarm notification device until the panel	Tineke	To undertake termly alarm checks, emergency practices while we await a permanent fix to the new panel.	Completed
Tineke to opt in to the MoE donations scheme with the July Roll Return	Tineke	Inform the parent community via the next newsletter.	Tineke to check
Swimming Pool Paint quote	Georgie/Agi	Agi to get a quote from Top Coat, Georgie to get a quote from Aquanort.	Georgie has been in touch with Aquanort who have provided useful information

Business as Usual

Finance Reports

June/July Reports accepted

Moved Kate Seconded Agi

June/July GST Return

Moved Georgie Seconded Kate

Fundraising update approx \$1,928.41 from our very successful Pirate Night Community Dinner

Assurance Report- Taken as read

Moved Tineke Seconded Agi

Presiding Members Report

Claire Hutchison, our temporary Principal Release teacher is working well, our students are enjoying hands-on science learning.

Health and Safety-

Fire Panel Fault Fixed- Monthly visits for checking the system occurring

UV Filter has been replaced. We have passed our water test.

Tsunami/Earthquake/Lockdown practices have been completed.

Logic Group has been contracted by the MoE to prepare our 10YPP. Foley's will be in to do the initial condition assessment.

Principals Report

Tineke tabled a request for Special Leave on Friday 4th September to attend her Citizenship Ceremony in Blenheim. Whaea Claire and Ben will be on site.

Moved Kate Seconded Braden

Tineke has an appointment in Nelson on 8th September. Whaea Marion and Lucia will be on site.

Coming up on the 9th of September is the Year 4-8 STEM Day in Havelock. Tineke to complete the necessary EOTC paperwork. Kate will accompany the students on the water taxi from Waitaria to Havelock. Tineke to meet the team in Havelock.

Tineke shared the advice given in relation to the process of restructuring the staffing to best meet the needs of the students and the school in 2027, following the addition of .2FTE tagged to Learning Support. The Board will complete a Curriculum and Pastoral Needs Analysis and draft a proposal for consultation.

Strategic Planning/ Discussions/ Decisions

Having given due consideration to the information provided to the Board, the Board determined that Waitaria Bay School would continue its relationship with Marlborough Technology Centre/Bohally Intermediate for the provision and delivery of the Year 7 and 8 Technology Curriculum for 2026/2027.

Moved Agi Seconded Kate

School Bus- Braden to seek an updated quote as the present one has lapsed and also does not include rubber flooring throughout. Tineke will provide Braden with the contact details for the Ministry of Education Finance team as approval will be required to purchase a bus via a bank loan.

Swimming Pool Painting-

Top Coat Quote \$44,783.59 or \$15,687

Aqua Nort- Recommend Resene Magic Blue which should last around 3 and a half to 5 and a half years. It's a job we could do ourselves. Approximate cost \$8,000 to \$10,000

Walter Murray Partnership- \$7,800 to \$10,000 plus GST estimate dependent on an adhesion test.

Shade Sail to be put up following the painting of the pool.

General Business

Mitre 10 Helping Hands application- Agi and Georgie to work on this together for our playground update. The deadline is 21st August.

Social Saturday was a huge success. The decorations created the vibe, the games were fun and not too long, there was plenty of food and lots of positive feedback especially about the fish. The mussel fritters disappeared really quickly. The community really got into the spirit of the occasion. Kat was a revelation as the MC. Ideas for next time include a Medieval Feast or a cowboy theme. A big thank you to everyone who contributed to such a successful evening.

Correspondence In-

Bus Driver Leave request. Karoly has requested leave from 21/8/2026 until 25/09/2026. Agi is to drive the bus in his absence. Approved by Kate, Presiding Member.

Meeting Closed 5:58pm

Next Meeting Thursday 10th September 2026

Action Points from the meeting:

WHAT	WHO	WHAT/WHEN	STATUS
Sign memorandum and send off	Kate	As soon as possible	
Seek updated quote re:bus and contact MoE	Braden	As soon as possible	
Accept pool estimate from Walter Murray Partnership	Tineke	Following today's meeting	
Mitre 10 Helping Hands application	Agi Georgie	by August 21st	