

**TITAHI BAY SCHOOL BOARD**  
**Minutes of the Board meeting held on**  
**Monday 01 December 2025 at 5.45pm**

**ADMINISTRATION**

**1.1 Present**

Jodene Gooch (Minute Secretary), Megan Williams, Jack Boyes, Tracey Witko, Nadia Collins, Matt Tilley (Principal), Joanne Dow

**1.2 Apologies**

Jodi Watene

**1.3 Welcome**

**1.3 Declaration of interests**

Josh Twaddle continues to work on the Titahi Bay School Website.

**1.4 Principals Report**

Matt shared and discussed this report.

Porirua City Council visited and have confirmed the verification of our Ka Ora, Ka Ako Healthy School Lunches Programme on 18 November 2025. The kitchen manager assisted with verifying the Food Control Plan, based on the Ministry of Education template. The Healthy Lunches in Schools Programme continues in 2026 at the new funded rate of \$4.50 per child.

Titahi Bay School had a 'shelter in place' event on 28 November. Our policies are up to date for this and everything ran well. The staff had a debrief on Monday AM after the event.

**2.1 Termly Policy Review/Principal Assurances**

Matt has reviewed and assured all of the term 4 policies

**2.2 Data 2025**

**Overall End of Year Data Reflects**

Reading 71% achieving At or Above

Writing 65% achieving At or Above

Maths 75 % achieving At or Above

### **2.3 Mauri Ora Report**

Nadia shared her report on how successful the mauri ora meetings had been with whānau this year . 67/68 whānau have engaged in meetings which is a huge success. These will continue in 2026.

### **3. Strategic Decisions**

#### **3.1 NZCT Grant Application Triathlon 2026**

**Matt moved that** the board support an application to NZCT to cover roading related costs for the Titahi Bay School 2026 Triathlon, **seconded by Megan Williams** . **Motion was passed.**

#### **3.2 2026 Budget**

**Matt moved that** the board pass the 2026 Budget, **seconded by Megan Williams.**  
**Motion was carried.**

### **4. Monitoring**

#### **4.1 Finances**

**Matt Tilley moved that** the board pass the October accounts, **seconded by Nadia Collins.** **Motion was passed.**

### **6. Administration**

#### **6.1 Confirmation of last minutes**

**On the motion of Matthew Tilley, seconded by ,** it was resolved that the minutes of the meeting held on **Monday 03 November 2025**, be taken as read and signed as a true and accurate record of that meeting. **Motion was passed.**

#### **7. Meeting closed at 7.15 pm.**

MINUTES READ AND CONFIRMED

CHAIRPERSON *H. N. Olliv* .....

DATE : *23/02/26* .....