

CONFIRMED MINUTES

GREENPARK BOT MEETING

At the **Greenpark BOT Meeting** on **6 Aug 2026** these minutes were **confirmed as presented**.

Name: Greenpark School (Tauranga) BOT
Date: Thursday, 4 June 2026
Time: 6:00 pm to 8:00 pm (NZST)
Location: Greenpark School, 13 Lumsden Street, Greerton
Board Members: Danielle Adnitt, Gareth Scholes, Gareth Norman, Haidee Jenkins, Kristen Thompson, Nicola Brown, Richard Luoni
Attendees: Christina Leef, Reuben Potaka, Sarah Stock, Theresa Lemi

1. Opening Meeting

1.1 Interests Register

1.2 Confirm Minutes

Greenpark BOT Meeting 7 May 2026, the minutes were confirmed as presented.



May Minutes Confirmed

May Minutes Approved

Decision Date: 4 Jun 2026
Mover: Haidee Jenkins
Seconder: Gareth Scholes
Outcome: Approved

1.3 Apologies

No Apologies for June Meeting.

2. Actions from Previous Meetings

2.1 Action List

Due Date	Action Title	Owner(s)
4 Jun 2026	Artificial Intelligence Policy for Greenpark Status: In Progress	Gareth Scholes, Kristen Thompson
4 Jun 2026	ERO Report Query & Final Sign Off Status: Completed on 2 Jun 2026	Gareth Scholes, Kristen Thompson
4 Jun 2026	TCC Discussion re Proposal for future of Cameron Rd/Argyll Rd Status: Completed on 3 Aug 2026	Gareth Scholes

Due Date	Action Title	Owner(s)
4 Jun 2026	Zoning Status & MOE Property Review Status: Completed on 4 Jun 2026	Gareth Scholes
4 Jun 2026	Supa Solar Review Status: Completed on 2 Jun 2026	Danielle Adnitt, Gareth Norman, Gareth Scholes, Haidee Jenkins, Kristen Thompson, Nicola Brown, Richard Luoni

2.2 Actions - Follow Up

- **Artificial Intelligence Policy for Greenpark** - Gareth/Krissy (In Progress)

Staff are all have access to Gemini which is on our secure Google Domain and is managed by our IT Team Melinjo.

- **TCC Discussion re Proposal for future of Cameron Rd/Argyll Rd** - Gareth (In Progress)

Gareth will follow up with TCC and get more information and bring to next meeting.

- **ERO Report Query & Final Sign Off** - Gareth (Completed)

ERO Review is completed and final report has been sent through. They removed the out of context golf wording and the "to some extent" remains and agreed it means we are doing good in those areas, however we can do better. Review was very complimentary. Krissy will now provide BOT feedback including querying leading questions to children and giving the BOT questions prior to meeting with them - questions should not be a surprise. ERO Report will be added to our school website.

- **Zoning Status & MOE Property Review** - Gareth (Completed)

Confirmed with MOE that Sanctuary Point (Poike) and Waimapu Pa Road are both in zone for Greenpark School with Waimapu Pa Road being a shared zone with Greerton Village School. Property Meeting with MoE resulted in no changes.

- **Supa Solar Review** - Full Board (Completed)

Due to high risk, cost, structural risks and maintenance the Board have decided not to progress with this review.

3. Management Reports

3.1 Teaching and Learning

Sarah Stock presentation on new school reporting:

- The Years 0-10 Curriculum changes mean changes to reporting are required
- Sarah has been going through MoE Bulletins, updates, webinars and self paced modules to ensure she has all the information we need and passing on the required information to our teaching team.
- Spreadsheet Document has been created by the team and each year level has their own spreadsheet.
- Every school has their own spreadsheet document at the moment as reporting nationwide is not ready.
- There is a moderation process for reporting with Sarah and the Learning Leaders Penny, Cath and Katie. They will ensure reporting is consistent through the school.

- New report shown, this is phase 1 and language will evolve to ensure clear and easy to read.
- When reports are ready to be shared with our community we will communicate with families clearly and include how to access and how to read the report.
- Reports will be shared on Hero and will include general comment and attendance data as well as progress. It will be downloadable so parents can have a written copy also.
- Reporting will be based on the child rather than the standard - so ESOL, ORS students will have different progress descriptors. Sarah and Christina will discuss who the ORS students are and their parents will be informed. Sarah and Haidee will discuss ESOL students will have different progress descriptors for 4 terms and then will transition back to the same reporting for all.
- New report is a new layout but same data. Effort has remained in the reporting as this reflects work and is really positive for showing the work of emergent learners while also highlighting the students who are not putting in what they are capable of achieving.
- Reporting to the Board - this will still be available however at the moment the format of this is still to be determined as there is currently no data to report, once there is data, Sarah will develop a report for the Board.
- Question was raised about parents being able to comment on the reports on Hero as they have been able to do in the past. Sarah will follow this up and see if this will be an option in the new system.
- Greenpark will ask families for feedback after the first report is sent so we can collate for the MoE. The reports are for families so we want to be sure the understand what they are getting.

UPDATE: Sarah has spoken with Hero who have advised it will not be possible for families to comment on the new style of reporting.

Teaching & Learning report taken as read.

ERO report taken as read (discussed earlier in meeting under actions).

Attendance Policy discussed

- Confirmed decision that students who go overseas for holiday/family emergency etc will be classed as G - unexplained. If they are overseas for 15 weeks or longer as per the new attendance guidelines from MoE then they are removed from the roll. All agreed.



Teaching & Learning June Report

Teaching & Learning June Report Moved.

Decision Date:	4 Jun 2026
Mover:	Richard Luoni
Seconders:	Nicola Brown
Outcome:	Approved

3.2 Finance & Budget Reporting

Finance Report taken as read

- Property/Cyclical Maintenance will all be completed by end of Term 2.
- Second half of year will be focused on maintenance work.
- Bank Staffing is being well managed.
- 2025 Audit has been completed, awaiting Management report from BDO and will present at next meeting.



Budget Adjustments June

Budget Adjustments as follows:

- **Literacy Budget** from 13000 to 20000 (increase of 7000) - to cover IDEAL Literacy subscription - cost unknown when budget set.
- **Specialist Teacher Budget** from 2000 to 3000 (increase of 1000) - to cover resources for Maths Specialist not originally included.

Decision Date: 4 Jun 2026
Mover: Gareth Scholes
Seconders: Danielle Adnitt
Outcome: Approved



Finance Report

June Finance Report Moved

Decision Date: 4 Jun 2026
Mover: Gareth Norman
Seconders: Danielle Adnitt
Outcome: Approved

3.3 Health & Safety Review

Health & Safety Report taken as read

- Richard and Gareth are looking at Year 5 & 6 Camps for Term , still in the planning phase.
- Discussions to be held around the health & safety of ETOC & Outdoor Ed especially transport & logistics, looking at it closely
- Reuben has attended an Education Outside the Classroom course and Gareth will be attending another one later this year.



Health & Safety Report

June Health & Safety Report Moved

Decision Date: 4 Jun 2026
Mover: Richard Luoni
Seconders: Kristen Thompson
Outcome: Approved

3.4 Property

Property Report taken as read

- There has been a slight delay with the flooring and cabinetry meaning teachers will need a few extra days in their temporary spaces. Will be completed by the end of Term 2.
- Art Suite roof leak is to be repaired.
- Rooms 13&14 and Rooms 12-18 were our end of life buildings that were due to be demolished and rebuilt but were halted by MoE now have cladding failing, MoE have been advised and will need to repair at their cost.



Property Report

June Property Report Moved

Decision Date: 4 Jun 2026
Mover: Gareth Scholes
Seconded: Gareth Norman
Outcome: Approved

3.5 Correspondence

No correspondence for June Meeting

4. Other Items

4.1 Other Business

- Reminder: BOT Walkthrough - **19 June**, calendar invite has been sent. Gareth Scholes puts in apologies for this as he will be in Wellington, this will be led by Haidee Jenkins.

5. Public Excluded Business

5.1 In Committee

- **2027 Staffing** - Details removed under the OIA for staff privacy.

6. Close Meeting

6.1 Close the meeting

Next meeting: Greenpark BOT Meeting - 6 Aug 2026, 6:00 pm

Signature: _____

Date: _____

6/8/26.