

CONFIRMED MINUTES

GREENPARK BOT MEETING

At the **Greenpark BOT Meeting** on **3 Sept 2026** these minutes were **confirmed as presented**.

Name: Greenpark School (Tauranga) BOT
Date: Thursday, 6 August 2026
Time: 6:00 pm to 8:05 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: Sarah Stock, Theresa Lemi
Apologies: Christina Leef, Reuben Potaka

1. Opening Meeting

1.1 Interests Register

1.2 Confirm Minutes

Greenpark BOT Meeting 4 Jun 2026, the minutes were confirmed as presented.



June Minutes Confirmed

June Minutes Approved as Presented

Decision Date: 6 Aug 2026
Mover: Richard Luoni
Seconder: Gareth Norman
Outcome: Approved

1.3 Apologies

Apologies recieved from Christina Leef

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	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

2.2 Actions - Follow Up

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

90 day plan for AI use in school to be put together by Gareth and Krissy for Board to review. Also consider wearable technology policy with the now easy accessibility of Meta Glasses.

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

Gareth has spoken with TCC and Cameron Road is being expanded to four lanes - 2 lanes one way, 1 lane other way and 1 lane parking which will alternate morning and afternoon with the flow of traffic. Gareth addressed the proposed left only turn out of Argyll Road and the impact on school traffic for surrounding streets and has suggested traffic lights at the intersection instead.

3. Management Reports

3.1 Teaching and Learning

Sarah presented Mid Year progress and achievement data for Greenpark School:

- This is our first report since the MoE curriculum changes and data can now be used as a baseline for reports going forward.
- Schools are now required to report student progress using five common progress descriptors: developing, consolidating, proficient and exceeding for Reading, Writing and Maths. At mid-year emerging and developing indicates a student is not on track to meet end of year expectations whereas consolidating, proficient and exceeding students are on track.
- The reports are individualised for ORS and Tier 3 learning support students (defined by cognitive learning difficulties) to give them goals and expectations based on their learning goals. ESOL students that are new to NZ (12 months or less) with limited english skills also received individualised learning reports. Decision on 12 months or less was made before MoE guidelines in place. New report from MoE recommends 2 years or less.
- End of year reports will not have a shift in those meeting expectation. Proficient and exceeding will be meeting expectations (consolidating will not). There is caution that with the standard going up and teachers understanding new assessment, it could mean reporting results are a little lower. At the end of the year a good data report will show numbers staying the same. With the change in reporting system it is noted that parents do not need to worry if results vary and if students are struggling, they will be notified.
- The writing curriculum will be the biggest change as students can not exceed expectations without paragraph writing and that takes time for children to grasp. However over the past 3 years there has been a huge improvement on the quality of writing produced by students and the teaching of writing.

- Two schools have come to look at how we teach and Sarah can look up any teacher in any year level and know that the teaching and learning is consistent which is a huge compliment to our teachers.
- Next steps is to look at the equity gaps and look closer at how to best support these students particularly our Māori students. The equity gap is closer in reading and writing, we are doing really well at supporting them in these areas, we just need to look and plan similar strategies for Maths.

We received 30 responses to our Mid Year reporting survey. Some of the feedback included:

- **Technical suggestions for assessments.** *These are not within our control but we have heard the feedback/ideas and the technology is evolving.*
- **Not being able to comment back on the reports which used to be available** - *this is not currently available in the new reporting feature in Hero.*
- **Parents didn't understand some of the language in the report** - *the system uses AI reporting feature which has issues with using words and americanised spelling. This will be a work on between now and the end of year reporting.*

A survey was also sent to teachers which had good feedback. They felt supported with so much change, it was easy to use and they had time to get the reports done.

Board raised the following:

- Reporting and language should be explained to parents between now and the end of year report at Parent/Teacher Interviews to ensure that it is understood by all families.
- The Board would like to see the progress of achievement in relation to the equity gap for Māori students in Maths and what has/will been done to bridge the gap, especially as this was raised in our ERO report.

Gareth thanked Sarah for all her work with the reporting and curriculum work.

Teaching & Learning Report taken as read.

International Department Update: 6 monthly review, marketing and reports taken as read. New Bangladesh agent in the market. Succession plan for International Department was raised, Gareth confirmed there is a plan in place. Gareth also reiterated the value of the international department for funding extra resources including the art, dance and music suites for all Greenpark students.



August Teaching & Learning Report

August Teaching & Learning Report Moved

Decision Date: 6 Aug 2026
Mover: Nicola Brown
Seconder: Danielle Adnitt
Outcome: Approved



Equity Gap for Māori students in Maths

The Board would like to see the progress of achievement in relation to the equity gap for Māori students in Maths and what has/will been done to bridge the gap, especially as this was raised in our ERO report.

Due Date: 3 Dec 2026
Owners: Gareth Scholes, Sarah Stock

3.2 Finance & Budget Reporting

August Finance Report taken as read.

- A lot of funds have been spent in the first half of this year with 5YA works including painting of Rooms 19-23.
- Spend still to come will be for lighting and resourcing those spaces and painting the inside of library and lighting.
- All teaching spaces will then be complete.
- The Board approved the recommendation of reviewing the Term Deposit maturing in September \$355,445 and reducing this to \$275,000 to upgrade the remaining lighting and furniture in the junior classrooms.

Audit Report taken as read

- Clean audit report which is a result of great systems in place in the office.
- Gareth thanked the Board for their support.
- Board acknowledged Theresa for her work with the audit resulting in the clean report.



August Finance & Audit Report

August Finance & Audit Report Moved

Decision Date:	6 Aug 2026
Mover:	Gareth Scholes
Seconded:	Danielle Adnitt
Outcome:	Approved

3.3 Health & Safety Review

Health & Safety Report taken as read

Reviewed Term 2 Assurances:

- Improvement in attendance - Reuben Potaka has implemented fun challenges to get kids to school.
- Bullying & Harrasment - ensuring concerns raised are followed up and communicated to families.
- Physical Restraint - all staff have done the training. Teachers can restrain, support staff need Board approval to be approved to do physical restraint. Any physical restraint done is reported as part of MoE requirements.
- Stand-downs & suspensions - never had a suspension. Stand-downs where required are done when needed, following the MoE process, to protect the child or other children and staff.
- Cybersafety - policies are in place and AI policy in process. Danielle raised the issue of Meta Glasses noting that these are readily available at low cost and there have been issues with their use in Australia. We may need to look at a wearables policy that falls under the AI Policy review. *This has been added to the AI policy action.*
- School records are now digital. Older paper records that need to be held for 7-10 years are held in the loft and disposed of through document destruction.

Deep Dive Korea Exchange:

- Gareth and Richard are reviewing the risks and there is still more to go through ensuring all risk factors are covered.
- Clear communication with families and expectations and ownership while travelling for those attending the trip will be discussed at next trip meeting.
- Importance of this review reiterated as any EOTC trips that are not conducted correctly resulting in any serious issues could result in the Board being prosecuted.
- Question raised about who is responsible in Korea when children are with Homestays. Gareth confirmed that all families hosting are subject to police vetting and care plans by the host school, the same way students who come to Greenpark are in NZ.



August Health & Safety Report

August Health & Safety Report Moved

Decision Date: 6 Aug 2026
Mover: Gareth Scholes
Seconder: Richard Luoni
Outcome: Approved

3.4 Property

August Property Report taken as read

- Noted that the colour coding on report for reference green = done, orange = in progress and red = aspirational or future projects.
- Canopy over turf discussed as next big project after 5YA completed. Funding suggestions mentioned as well as looking to partner with outside community groups or renting the space to help fund the project.

Playcentre Agreement - Parking

- Agreement confirmed with playcentre that we will take back 2 car parks leaving them 2 available. We also have reclaimed the parking on the retaining wall of Sinclair Street for our staff car parks.



Canopy for Turf Planning

Gareth to work on a plan for turf canopy funding for meeting in Term 4.

Due Date: 29 Oct 2026
Owner: Gareth Scholes



August Property Report

August Property Report Moved

Decision Date: 6 Aug 2026
Mover: Gareth Norman
Seconder: Kristen Thompson
Outcome: Approved

3.5 Correspondence

No Correspondence for August Meeting.

4. Other Items

4.1 Other Business

Beginning Principals Mentor Programme: Gareth is mentoring new Principal David Plane at Pyes Pa School

Resignations Received: C Buckland (end of Term 2) and A Parker (end of 2026)

Upcoming Board Dates to note:

Thursday 3 September: Board Meeting, 6pm

Wed 16 September: Gareth invited the Board to attend the school hangi

Tuesday 27 October: BoT Walkabout Bock 1 or Block 2 (to be confirmed).

Thursday 29 October: Board Meeting, 6pm

Thursday 3 December: Final board meeting for 2026 will be held earlier that afternoon followed by a dinner.

5. Public Excluded Business

5.1 In Committee

6. Close Meeting

6.1 Close the meeting

Next meeting: Greenpark BOT Meeting - 3 Sept 2026, 6:00 pm

New Actions raised in this meeting

Item	Action Title	Owner(s)
3.1	Equity Gap for Māori students in Maths Due Date: 3 Dec 2026	Gareth Scholes, Sarah Stock
3.4	Canopy for Turf Planning Due Date: 29 Oct 2026	Gareth Scholes

Signature: 

Date: 3/9/2026