Mingimingi Hautoa
Knights Stream School

Knights Stream School Board

Minutes of Meeting
Monday 29th June 2026
6.30 pm - 8.30 pm
Location: Boardroom

Present: Emma Clemence (Presiding Member), Haley Smith, Anika Tiplady, Violet Fan, Mike Molloy (Principal), Leigh Hurford (Staff Rep), Sue Beattie (Minutes)

Welcome, Karakia: Anna Lee and Kacee Green

Apologies: Tom Pritchard

Conflicts of Interest: Conflicts of Interest Register

Adoption of Agenda:

Literacy Team Report
Anna and Kacee had sent out the Literacy Report before the meeting. There were no questions.
They presented a Storyways session. Stories help us to learn who we are and to better understand others, both near and far. Storytelling is a powerful accelerator in learning to talk, to think, to know, and to interact with the world.

Oral storytelling and story reading go hand in hand. Children need to achieve oral competence with the language they will meet in print. Teaching the storytelling way moves learners from listening to speaking. When we teach children to retell a story, we provide a scaffold for reading the story, variations of the story, and for reading stories that link with and extend the content and ideas carried within that oral story. It is from this hierarchical experience and skills development that we can then best instruct and coach our children in crafting writing, bringing them to the challenge of writing with greater ease and confidence. This approach works equally well as a core English language and literacy programme or as a doorway into subject content across the curriculum.

An example was shared from the Year 5 & 6 team. They showed a video of the book they are reading, 'Why the Seagull Cried.'

The Board then completed a lesson of mapping out the story using illustrations and then retold the story.

Anna and Kacee left the meeting at 7.00pm

Past Minutes:
MOTION: The minutes of the previous meeting held on 25th May 2026 be accepted as a true and accurate record.

E Clemence/A Tiplady
Carried

MOTION: The minutes of the between meetings held on 21st June 2026 be accepted as a true and accurate record.

E Clemence/L Hurford
Carried

Actions From Previous Minutes:
Completed
Updates on Privacy Act in School Docs - in progress

Moved into committee at pm as per S.2A of the LGOIMA at 7.05pm

Governance & Leadership:

Presiding Member Verbal Report
No report

Principal's Report
Mike presented his June report.

Now that the Annual Report has been audited and signed off, Schooled have updated the Balance Sheet Budget in google docs.

Board Resolution
That the Board approves and adopts the updated Balance Sheet Budget and Cash Flow Budget for the 2026 financial year, as presented, and authorises these budgets to be used for financial reporting and governance purposes

Moved: M Molloy/E Clemence
Carried

Solar for Schools
Registered interest in Solar with the Ministry of Education.

Future Growth
With numbers continuing to grow, as a board, we will need to be ahead of this RE new classrooms.

Teaching Positions 2027
I would like to advertise 2 permanent teaching positions for 2027 and advertise for an LSC (Learning Support Coordinator) in Term 3.

Motion: The board approves the advertising and appointment of 2 permanent teaching positions for 2027

Moved: E Clemence
Carried

Motion: The board approves the advertising for a Learning Support Coordinator in term 3

Moved: E Clemence
Carried

Behaviour Incidents Resulting in Stand Down/Suspension
Mike went through his philosophy on the punitive process.
We try everything we can. It is Important to put the right things in place at the right time.

Moved into committee at pm as per S.2A of the LGOIMA at 7.32pm

Mike moved that his Principal's report be accepted

M Molloy/A Tiplady
Carried

Strategic Planning
It is time to reflect on whether we are heading in the right direction strategically.
Please reflect before the next meeting.
Our Road Map, are the priorities still the right ones? What success have we achieved etc

Emma will send the link to the Knights Stream School Charter 2026-2028 and the three questions to reflect on before the July meeting.

Accountability

Health & Safety
No report this month.

Policies & Procedures
No report this month.

Finance Report
May 2026 Report
Mike went over the report.
Doorways, gates, etc., we have received the money back from the MoE.
Sick leave will be very high next month.

Motion: Mike moved the finance report to be accepted.

Moved: M Molloy/E Clemence
Carried

Property
The new block deck is slippery.
Can we get a quote for some rubber gripping? Mike to ask the MoE if they will cover this.
Gates and door projects are complete.

Training Calendar
Training Calender

Record of Attendance and Work
Record of Attendance and Work

Closing Karakia

Meeting Closed - 7.55pm

2026 Meeting Dates
- Monday 27 July
- Monday 31 August
- Monday 21 September
- Tuesday 27 October
- Monday 30 November
- December - TBA

Actions from this meeting	Responsibility	Progress
Strategic Planning - Road Map all board to reflect before next meeting	All board	
Send the link of the Charter and the 3 questions to reflect on to the Board	Emma	
Quote/ask MoE about rubber gripping on steps in new block	Mike	

Signed Clarence

Date 27/7/26