

CONFIRMED MINUTES

FACE TO FACE BOARD MEETING

At the **Zoom Board meeting** on **9 Sept 2026** these minutes were **confirmed as presented**.

Name:	New Board of Ko Taku Reo_2026
Date:	Saturday, 15 August 2026
Time:	9:00 am to 3:00 pm (NZST)
Location:	Face to Face venue TBC, TBC
Committee Members:	Victoria Manning (Committee Chair), Adrian Easton , Barbara Alaalatoa, Chris Sinclair, Edeh Sullivan, Patrick Stokell, Cindy Cascalheira, Amy Geue, Jennifer Smith, Lexus Thompson, Sierra Wetzel, Victoria Manning (Committee Chair)
Apologies:	Chris France, Oliver Ferguson

1. PROCEDURAL

1.1 Welcome and Karakia

1.2 Public attending school

1.3 Present

1.4 Apologies

1.5 Interests Register

1.6 Approval of previous minutes

Zoom Board meeting 10 Jun 2026, the minutes were confirmed as presented.

1.7 Correspondence - taken as read

1.8 Action List

Due Date	Action Title	Owner(s)
30 Jan 2026	Constitution change discussions to take place Status: On Hold	Victoria Manning
13 Aug 2026	Board assurance required for EOTC Status: In Progress	Cindy Cascalheira
14 Aug 2026	Executive Principal to review all delegations Status: In Progress	Amy Geue



EOTC process and policy review update to the board

Chris Sinclair will take this to the Risk and Compliance meeting and bring an update back to the board

Due Date: 2 Nov 2026

Owners: Chris Sinclair, Cindy Cascalheira

2. BOARD TRAINING

2.1 Code of conduct

6. I treat school staff, students and the members of the school community with respect

- Part of this is connections with those working in the school, the executive team and senior leaders, if we know them and know their work and their passion this helps with respecting the person in the role
- As board members we are role models
- Visiting the provisions, talking to the teachers, connecting with students - this allows us to have that respect because we know and understand
- As a board we are spending the day before the meeting visiting classrooms, connecting with leaders, whanaungatanga

7. I take responsibility for ongoing development in my role

- As a teacher and a staff representative on the board there are options for PLD and ongoing training
- Its about learning, asking questions, discussing, communicating and having the ability to see things from another persons perspective

The board discussed what they would like to do in terms of future meetings and how best to use the day before the meeting for developing deaf culture, site visits, student panels etc

3. TEACHING AND LEARNING

3.1 Executive Principals report

Report was received and taken as read

- Great achievement and improvement with standdowns
- The board discussed the student attendance data and what might be effecting this - sickness, weather, taxi services are continuing to let us down
- The school has a traffic light system that helps manage students and their attendance
- Discussions around having student voice with the MoE in regards to the co location designs and decisions
- New Head of Enrolled school was recruited with the support of an external recruitment company and most of the interview panel were deaf
- Discussions were had around new staff and the need for a commitment to learning NZSL and how this might work depending on the specific role they are employed into (time away from work / their role to learn NZSL)
 - Remembering NZSL is very important but we are also wanting excellent staff, excellent teachers
- Communication plan

- The school is developing a schoolwide communication plan
- A separate community communication plan is being developed alongside this

Provisions in South Auckland

- We currently have a wait list in our South Auckland provisions - this is due to not enough physical space
- We have highlighted this to the MoE and they are aware and we are working on a solution for this

Data Hub

- Work is being done to ensure that we get consistent quality data coming through across the whole school
- PD will be given for teachers to ensure they know how to capture the data correctly and ensure the tools are being used well
- The MoE SMART tool does not work with our deaf learners and we have highlighted this with the MoE - they are aware

Residential report

- Discussion around the lack of parent and whanau accommodation onsite and how Matai house in Auckland might be able to be multi use and have this as parent accommodation considering RainTree is no longer usable

Student achievement progress

- The school is currently working on an eyes own programme for those students who through visual communication only.
- There will be a ears only and an eye and ears programme developed as well

3.2 Deputy Principal's Report

The report was received and taken as read

3.3 Update from Barbara Alaalatoa - Limited Statutory Manager

The MoE appointed a Limited Statutory Manager (LSM)

1. The following functions, powers and duties of the Board are to be vested in the limited statutory manager:
 1. All Functions, Powers and Duties of the Board to manage communications (whether statutory or otherwise)
 2. All Functions, Powers and Duties of the Board to establish policies and procedures (whether statutory or otherwise)
 3. All Functions, Powers and Duties of the Board as an employer (whether statutory or otherwise)
 4. All Functions, Powers and Duties of the Board in relation to property management (whether statutory or otherwise)

Thanks from the LSM

- Acknowledge the amazing way that the Presiding Member facilitates the board meetings
- LSM noted that she feels confident in the board, in the sub committees of the board and the way the board are working together

- Acknowledge Amy Geue as the Executive Principal and the amazing work that she is doing leading this national wide school, she is amazing in this role
- Been working closely with the Presiding member and the Executive Principal and is excited about the future of the school

Update from the LSM

- Our priority as a board is to ensure a safe learning space for our students
- The Risk and Compliance committee play an important role in this work
- Training is robust and ongoing and this is reassuring
- Property in a school like Ko Taku Reo can be quite complex, with the property committee these things get prioritised and worked through. This is working well
- The Board role is to manage expectations in the different areas of the school
- Governance process - the board are on top of the governance of the school and there is confidence in the board to continue governing the school in a positive way
- Communication with the community is improving and this can be seen through the Community whanaungatanga events that have happened and are scheduled to happen - this a positive way to get that connection, engagement and feedback from out parent and wider community
- ERO progress review stated 'More consistent teaching practice' this is very positive
 - they mention easy to understand communication and more frequent communication
 - all past non compliance issues have all been addressed and resolved
- Encourage the board to focus on the strategic plan for the school as the next priority - this plan is already well underway and is looking amazing

Positive feedback and support from the LSM

4. COMMITTEE REPORTS

4.1 Finance



Approval Financial Delegations

Note the board have approved the new updated financial delegations to take effect 22 January 2027 allowing time for internal systems and changes to be made to match the new delegations

These delegations will be reviewed annually

Decision Date: 15 Aug 2026
Mover: Chris Sinclair
Seconder: Jennifer Smith
Outcome: Approved



Finance Terms of Reference

The board approve the financial terms of reference to be effective immediately

Decision Date: 15 Aug 2026
Mover: Chris Sinclair
Seconder: Adrian Easton
Outcome: Approved

Report received and taken as read

- Financially the school is in a good position
- The school is looking at improvements to the preschool playground in Auckland as well as a covered walk way for pick up and drop offs.
- Budgets for 2027 are being worked on and a draft will be presented at the next face to face board meeting in November

4.2 Property

Report was received and taken as read

- Notice that due to staff putting the wrong fuel in vehicles the school has incurred substantial costs and risks to insurance being declined or premiums increased
 - What more can we do to ensure this is not happening or that there is an accountability for when these things do happen repeatedly

4.3 Risk and Compliance

Report Received and taken as read

4.4 Approved between meetings

5. Strategic Planning

5.1 Strategic Plan on a Page

Executive Principal shared an draft idea of a 'strategy on a page' for the school

The strategic plan is focused on the 3 pillar now refered to as feathers- Learning, Language and Identity

The focus will be on

- Empower and excel
- Educate
- Belong

This is the plan that will be going out to the staff, parents and wider community for feedback and consultation.

6. POLICIES FOR REVIEW

6.1 Current policies for Board review

7. IN COMMITTEE (public excluded business)

7.1 In Committee Section

8. CLOSING AND KARAKIA

8.1 Close the meeting

Next meeting: Zoom Board meeting - 9 Sept 2026, 7:00 pm

Signature: _____

Date: _____