CONFIRMED MINUTES

LBC BOARD MEETING

LONG BAY COLLEGE
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At the **LBC Board Meeting** on **21 Oct 2025** these minutes were **confirmed as presented.**

Name:	Long Bay College
Date:	Tuesday, 9 September 2025
Time:	5:00 pm to 7:45 pm (NZST)
Location:	Long Bay College, Ashley Avenue, Long Bay
Board Members:	CJ Healey, Derek Blank, Fusi Magill, Grant Stott, Katherine Woollard, Kristen Evans, Wendy Ellis
Attendees:	Melinda Hobman
Apologies:	Gauri Ramesh
Guests/Notes:	Val Laszlo (Health & PE Teacher) - Open Forum presenter

1. Opening Meeting

1.1 Welcome and Karakia

- Derek Blank opened the meeting at 5:00 pm.
- Apologies received from Gauri Ramesh.
- Karakia.

1.2 Confirm Minutes of previous meeting

LBC Board Meeting 29 Jul 2025, the minutes were confirmed as presented.

Minutes Approved - 29 July 2025

MOTION: That the Minutes of the 29 July 2025 Board Meeting be confirmed, as presented.

Decision Date:	9 Sept 2025
Mover:	Derek Blank
Seconder:	Grant Stott
Outcome:	Approved

1.3 Interests Register

There were no new interests. Active registered interests in BoardPro for Wendy Ellis, Fusi Magill and Grant Stott. As they are outgoing board members, these interests will no longer be valid moving forward and will be marked as inactive.

2. Open Forum

2.1 2026 Sports Academy

Val Laszlo (Health and PE Teacher) presented to the board on the 2026 Sports Football Academy proposal (presentation attached).

The board were really impressed with the detail and vision of the football academy and supportive of moving forward with this proposal. They approved $20,000 to support with start-up costs in 2026. (Separate motion)

2026 Sports Football Academy

MOTION: That the board are supportive of moving forward with the 2026 Sports Football Academy and approve increasing the start-up cost request to $20,000 for the first year.

Decision Date:	9 Sept 2025
Mover:	Derek Blank
Seconder:	Kristen Evans
Outcome:	Approved

3. Principal's Report

3.1 Principal's Report

Mr Healey spoke to his report which covered the following topics:

- Principal's Comments: National Curriculum and Assessment Changes, Dance Show, National Tournament Week, Polar Bear Challenge, Guest Speakers: Ritchie Hardcore and Tania Wansink, O Block Funding Announcement, Engagement from Networking, Outgoing Board Members.
- Resignations and Appointments.
- Staff Discretionary Leave Request.
- Context and Information: Roll Data, Health and Safety, International, Learning Support, Sports, Performing Arts, Wellbeing and Medical Centre.
- Strategic and Annual Planning: Implementation Plans Goals 1 and 2, Stand-down and Suspension Data.
- Personnel: Short-term leave, New positions advertised.
- Celebrations and Events: Term 3 Key Dates.

Discussion points:

- The board accepted the Staffing Appointments. (Separate motion)
- The board discussed Mo Gleeson's request for 5 days leave from 29/06/26 to 03/07/26. After careful consideration, the request was declined on the basis of their feeling that maintaining continuity of learning and student support requires teachers to be present in their classrooms.
- The board approved the International Budget Request for an additional $20,000. These costs are associated to new international opportunities. (Separate motion)
- Mr Healey gave the board an update on the recently excluded students.

Staff Appointments - 9 September Meeting

MOTION: That the board accept the staffing appointments as detailed in the board pack.

Decision Date: 9 Sept 2025
Mover: Grant Stott
Seconder: Katherine Woollard
Outcome: Approved

Additional International Budget Request for 2025

MOTION: That the board approve the request for an additional $20,000 for the International Budget 2025. This covers:

- $8,000 for Alumni marketing and celebrations (overseas, and onshore for Anniversary weekend).
- $4,000 additional for End of Year Programme, with growing numbers of short-term students.
- $4,000 for Scholarship opportunity trip to Bangkok for CETA Awards.
- $4,000 additional for Hospitality with increase in visits from both onshore and offshore agents, as well as visiting parents.

Decision Date: 9 Sept 2025
Mover: Derek Blank
Seconder: Kristen Evans
Outcome: Approved

4. Student Representative Report

4.1 Student Representative Report

In Gauri Ramesh's absence, the board accepted her report as read.

5. Finance and Property

5.1 Business Manager's Report

Grant Stott gave the board an update on the Property and Finance subcommittee meeting held the morning of the board meeting.

Recommendations for the full Board to accept/approve (separate motions):

- Financial Reports for YTD June and YTD July 2025
- Direct Credit Reports for July 2025
- 10 Year Property Plan for 2025/26
- Hockey Turf Proposal (for discussion)
- Acceptance of Business Manager's Report

Hockey Turf Proposal

The board were advised a robust conversation had taken place at the Property and Finance subcommittee meeting around the Hockey Turf Proposal. Mr Healey was requested to provide additional information to the board for discussion at the board meeting. After extensive discussion, a majority vote was in favour of the proposal for the board to underwrite the Hockey Turf to a value of $2.8M (separate motion). Grant Stott abstained from voting.

ACTION: Kath Woollard to produce a document for the new board using the information Mr Healey had provided, so they are well informed of the process and decision made by the outgoing board.

Financial Reports for June and July 2025

MOTION: That the board approve the Financial Reports for June and July 2025, as read.

Decision Date: 9 Sept 2025
Mover: Grant Stott
Seconder: Wendy Ellis
Outcome: Approved

Direct Credit Reports for July 2025

MOTION: That the board approve the Direct Credit Reports for July 2025, as read.

Decision Date: 9 Sept 2025
Mover: Grant Stott
Seconder: Wendy Ellis
Outcome: Approved

10 Year Property Plan for 2025/26

MOTION: That the board approve the 10 Year Property Plan for 2025/26.

Decision Date: 9 Sept 2025
Mover: Grant Stott
Seconder: Wendy Ellis
Outcome: Approved

Hockey Turf Proposal

MOTION: That the board approve the underwriting of the Hockey Turf to a value of $2.8M.

Decision Date: 9 Sept 2025
Mover: Derek Blank
Seconder: Wendy Ellis
Outcome: Approved

Business Manager's Report Accepted

MOTION: That the board accept the Business Manager’s Reports and associated attachments as read.

Decision Date: 9 Sept 2025
Mover: Grant Stott
Seconder: Derek Blank
Outcome: Approved

Hockey Turf Document for New Board

Hockey Turf Proposal - Produce a document for the new board using the information Mr Healey had provided, so they are well informed of the process and decision made by the board.

Due Date: 30 Sept 2025
Owner: Katherine Woollard

6. Board Assurances, Policies and Procedures

6.1 Policies and Procedures

Wendy Ellis gave the board an update on the Policy Subcommittee meeting of 2 September 2025. The minutes of this meeting were included in the board pack. Minor changes were made to some policies. They were submitted to SchoolDocs and the changes updated.

6.2 International Policies

A request was made for additional policies to be approved and included with the International policies on SchoolDocs.

These are required as part of our International Student Application procedure, our Agreement with the student and parents, and the Code of Practice.

They are drawn up by SIEBA (with a slight variation on the Refund Policy) and need to also be available for all stakeholders to see under the International Student Application section on our website, as well as with the rest of the International policies under SchoolDocs (both with the SIEBA logo and our logo).

The board approved the following International policy documents: (Separate motion)

1. Policy for the Refund of International Student Fees August 2025
2. Investigations Policy November 2024

International Policies

MOTION: That the board approve the following International Policy documents:

1. Policy for the Refund of International Student Fees August 2025
2. Investigations Policy November 2024

Decision Date:	9 Sept 2025
Mover:	CJ Healey
Seconder:	Kristen Evans
Outcome:	Approved

International Policy Documents

Submit the following International Policies to SchoolDocs:

1. Policy for the Refund of International Student Fees August 2025
2. Investigations Policy November 2024

Due Date:	19 Sept 2025
Owner:	CJ Healey

6.3 SchoolDocs Advisory Updates

7. Other Business

7.1 Lotteries Board Grant Application for Piupiu

Briar Cornwall is lodging an application with the Lotteries Board for balance of the costs of piupiu for LBC Kapa haka and requires a document, letter or email stating Briar Cornwall has been given the authority to act on behalf of Long Bay College.

The board have already approved funding to $8,422 with the grant application being for the balance of $16,844.

The board were supportive of the Lotteries Board Grant Application letter. (Separate motion)

PiuPiu for Kapa Haka Lotteries Board Grant - Authority to Act Letter

MOTION: That the board support a letter being sent to the Lotteries Board stating that Briar Cornwall has been given authority to act on behalf of Long Bay College for the piupiu grant application.

Decision Date:	9 Sept 2025
Mover:	Derek Blank
Seconder:	Kristen Evans
Outcome:	Approved

7.2 In School Teacher Training Programme

Mr Healey informed the board of Val Laszlo's challenges in getting teacher registration. Val holds an Honours Degree in Sport Management and Business, Master's Degree in High-Performance Football Coaching, and a Postgrad Dip in Education Practice for further Education. He has also been a lecturer. NZQA do not recognise his lecturer experience as a teaching qualification, therefore he can only teach on a Limited Authority to Teach (LAT). Val needs to have a teaching qualification to secure residency and as he is an international student this is a big expense ($51,000).

Mr Healey has asked Waikato University if they would accept Val on the ASTTP teacher training programme at no cost based on his own unpaid involvement and work with the programme. If they do not accept Val, Mr Healey asked the board if they would be prepared to support Val, based on his investment to the school with his experience and Sports Academy proposal, and with the understanding that we could retain him for the next 5 years. In the past we have funded domestic students on the programme.

The board were supportive of funding up to $51,000 for Val to do the Waikato University 1 year teacher training programme as an international student. (Separate motion)

Mr Healey also asked the board if they would be supportive of funding one additional place on the TTI programme ($21,500) for an aspiring chemistry teacher (Jason Greenslade). The board were supportive of this. (Separate motion)

Funding for Valentin Laszlo - Teacher Training Programme 2026

MOTION: That the board approves funding Valentin Laszlo on the Waikato University teacher training programme in 2026 as an international student at a cost up to $51,000.

Decision Date:	9 Sept 2025
Mover:	Derek Blank
Seconder:	Katherine Woollard
Outcome:	Approved

Funding for Additional TTI Placement in 2026

MOTION: That the board approves funding one additional place on the Teachers Training Institute (TTI) programme at a cost of $21,500 for an aspiring chemistry teacher.

Decision Date:	9 Sept 2025
Mover:	Derek Blank
Seconder:	Kristen Evans
Outcome:	Approved

7.3 Board Task Checklist / Board Workplan

The Term 3 Board Task Checklist and Board Workplan were included for information, along with the 2025 Mid-Year Results Report.

7.4 Health Curriculum Consultation

The Biannual Community Health Consultation was included for board information and discussion.

7.5 Flying Minutes

Flying minutes sent out since the July meeting were included for information:

- Funding Application for Piupiu (Kapa Haka Uniform), approved on 28/08/2025
- 2026 Year 9 Enrolment Ballot Places (increase in places), approved on 04/09/25

7.6 Current Action Items

The current Action List was included for information.

7.7 Additional Business

8. In-Committee Business

8.1 In-Committee Business

The board moved into committee (Public Excluded Business) at 7:18 pm to discuss a formal complaint received from a parent. (See In Committee Minutes.)

9. Acknowledgement of outgoing board members

9.1 Acknowledgement of outgoing board members

The principal acknowledged and thanked the outgoing board members for the significant work that has been done for Long Bay College.

10. Closing Karakia

10.1 Closing Karakia

11. Close Meeting

11.1 Close the meeting

Next meeting: LBC Board Meeting - 21 Oct 2025, 5:00 pm