

Logan Park High School Board of Trustees Open Session Meeting MINUTES

Tuesday 3 March 2026 5:30pm Whanau Room

Admin

Present: Peter Hills, Kirsty Sangster, Michael Davies, Kelly Macknight, Luke Morrison, Darryl Sycamore, Nick Biggin, Rosa Barsby.

Apologies: Rebecca Swindells.

In attendance: Gemma Harris.

Declaration of interests: None.

Conflicts of interest: None.

Register of interest: None.

Motion: Move that the above items be accepted:

Moved: Davies

Carried: Unanimously

The meeting was opened with a Karakia.

1. Monitoring

1.1 Finance reporting: A report will be presented next month (see correspondence).

2. Administration.

- Michael Davies was appointed as the LPHS BoT chair 2026.
- Nathan Hull spoke to the Board on the new attendance programme being rolled out this year. The roll out is broken up into 3 phases. Phase 1 rolling out now consists of P.D. for staff with the Parot and Helix systems which should improve data accuracy. The attendance reporting colour system was discussed along with reasons and frequency of absences, this is subjective to each student. The Ministry's attendance goal is 80%. Phase 2 will roll out 2027/2028 and phase 3 2028. Responsibilities between the Principal/Snr

Management/Deans/Staff and parents were broken down. Group teachers are key as they are the first port of call.

- Policies/School Doc's were discussed. We will add an update to the master copy for Yr13 study leave.
- Stats on attendance to be added to the Co-Principal's report at the end of each term.
- OIA request - The BoT are happy with the draft response and Michael will send the final response.
- Enrolment dates/scheme was explained to the new board. The BoT approved the enrolment dates.
- Te Tiriti update - the media feedback was interesting. Nothing has really changed.
- The new food room grease trap was discussed. LPHS is not being classified as commercial.

2.1 Confirmation of Open Session Minutes 25 November 2025:

Motion: That the LPHS BoT accepts the open session minutes from the meeting held on 25 November 2025 as a true and accurate record of the meeting.

Moved: Davies

Carried: Unanimously

Matters Arising:

Motion: That the LPHS BoT appoints Michael Davies BoT Chair 2026

Moved: Macknight

Seconded: Biggin

Motion: That the LPHS BoT accepts the Attendance Management Plan as is.

Moved: Davies

Carried: Unanimously

Motion: That the LPHS BoT approves the 2026 meeting dates with a start time of 5:30pm.

Moved: Davies

Carried: Unanimously

Motion: That the LPHS BoT approves the 2026 enrolment dates.

Moved: Davies

Carried: Unanimously

2.2 Open Session Correspondence:

-

3. Identify Open Session Agenda Items for next meeting 24 March 2026

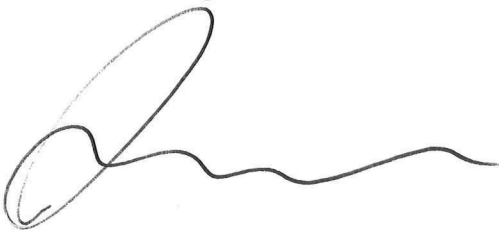
- Fiona Hollingworth - Solutions and Services.
- Rob Havill - MTBO.

The chair moved that the meeting of the LPHS BoT move into Committee under the provisions of the Local Government Information and Meetings Act, 1987, to consider matters that come within the classification of Section 48 of the Act, to protect the privacy of students and staff.
Carried unanimously.

Meeting Closed at 7:30pm

Next meeting: Tuesday 28 March 2026 at 5:30pm in the Whanau Room.

The meeting closed with a Karakia.

A handwritten signature in black ink, consisting of a large, stylized loop followed by a series of smaller, connected loops and a long horizontal tail.