



Katikati Primary School Board Meeting

Wednesday 29 July 2026 in the school's boardroom at 4.03pm

Nomination for Presiding Member: J Ballinger-Judd was nominated by V Uilou. J Ballinger-Judd accepted the nomination. There being no further nominations, J Ballinger-Judd was elected Presiding Member. Carried unanimously.

1.0 Karakia

2.0 Administration Matters Nil

2.1 Present: A Nicholson, A Oliver, V Uilou, J Ballinger-Judd, L Mafi, J Mattock, L Massey, A Willett, R Richards.

2.2 Apologies: C Thomas, L Hunter

2.3 Confirmation of minutes held 27 May 2026 as a true and correct record.
Moved J Ballinger-Judd. Seconded A Nicholson

2.4 Matters Arising: Nil

2.5 Conflict of Interest: V Uilou (Te Rūnanga o Ngāi Tamawhariua)

2.6 Correspondence

Inward:

- Updated Resignation Letter from A Rapson
- LWOP Ro Richards 1 week either side of T2 or T3 School Holidays (Actual dates TBC)
Approved
- Letter from Fiona Putty local Health Clinician
- Loren Hunter Resignation

Outward:

Draft thank you email to Weymouth School

Board approvals via email to be minuted:
Establishment of disciplinary sub committee.

3.0 Principal's Report

Cohort Entry for five-year-olds presented by J Mattock. The Board agrees to investigate the introduction of cohort entry and approve for a consultation process to be undertaken in accordance with the Education and Training Act 2020.

3.1 Strategic Goals

A Willett and L Massey presented mid year data and discussed issues arising from the changes to how the children are being assessed in 2026 and the new expectations from the revised curriculum.

***UPCOMING EVENTS* for BOT approval:**

5th August: College Open Day (parents will be responsible for accompanying their children to the event and signing them back in after their session at the college).

12th August: Year 5 and 6 Netball

17th August: Funky Fun Day

Moved by A Nicholson. Seconded V Uilou

3.2 Financial Report

May:

Andrea Nicholson moved that the internet payments of \$143,564.70 GST inclusive were paid as at 31st May 2026.

Andrea Nicholson moved that the creditors of \$21,044.01 excluding GST as at 31st May 2026 be passed for payment.

Andrea Nicholson moved that the credit card charges of \$1612.20 for transactions be passed for payment for 31st May 2026.

Moved A Nicholson. Seconded L Mafi

June:

Andrea Nicholson moved that the internet payments of \$25,104.71 GST inclusive were paid as at 30th June 2026.

Andrea Nicholson moved that the creditors of \$16,426.00 excluding GST as at 30th June 2026 be passed for payment.

Andrea Nicholson moved that the credit charges of \$336.05 were paid up to 30th June 2026.

Moved A Nicholson. Seconded L Mafi

3.3 Health & Safety Subcommittee

A Nicholson reported that the H&S meeting was held on July 23rd.

3.4 Staff Management

- A Nicholson presented the Staff Management Report.

Position to Ratify

The following position needs to be ratified.

Degen Prodger to be appointed to a fixed term teaching position for our Term 3 New Entrant Overflow class.

Moved A Nicholson. Seconded V Uilou

3.5 Asset Protection

- A Nicholson presented the Property Report.

3.6 General

Moved A Nicholson. Seconded L Mafi

4.0 Policies

A Nicholson reminded Board to review policies before the end of Term 3 on School Docs:

Board Policies currently under review:

- School Community Engagement Policy
- Inclusive School Culture
- Student Attendance
- Concerns and Complaints Policy

Polices will be moved and adopted at next meeting.

5.0 General Business

1. 2026 Christmas Gift Vouchers for Staff. Unanimous to proceed.
2. Cohort Entry for five-year-olds presented by J Mattock. BOT approved for a community consultation process to be undertaken.
3. New BOT member - selection through resolution or through a by election was discussed. It was decided to fill the membership by selection. Moved A Nicholson. Seconded Unanimous.
4. Strategic Planning in progress.
5. Conference Feedback with the request that Board members attend other Conferences for the future.
6. In-committee items: The BOT went into committee at 5.52pm.

6.0 Actions

WHO	ACTION	COMPLETE BY
Whole Board	Review policies up for current review before August Board meeting	August
J Ballinger-Judd	Complete exit interviews	Ongoing
J Ballinger-Judd	New board members induction to review and complete	Ongoing
J Ballinger-Judd	Recommended to use a new company other than School Docs. Our subscription end 31/11/26	Term 3
L Mafi/ A Nicholson	Hui to work through Matakana Support	Term 3

WHO	ACTION	COMPLETE BY
A Nicholson	Source other board members from the Pacifica Community.	Before August Board Mtg

7.0 Business for Next Meeting

Nil

8.0 Next Board Meeting 26 August 2026

9.0 Meeting Closure 5.52pm

Confirmed on this 26th Day of August 2026 as a true and Correct record with amendments.

.....Presiding Member

J Ballinger-Judd