



Katikati Primary School Board of Trustees Monthly Meeting

Date: Wednesday 30th August 2023 at 4.00pm in the school boardroom.

1. Administration Matters:

1.1 Present: R Nathan, M Paterson, M Kedian, O Hussey, L Clark, A Rapson, J Ballinger-Judd, A Nicholson.

1.2 Apologies: None.

1.3 Confirmation of minutes held Wednesday 28th June 2023 as a true and correct record. *Moved R Nathan. Seconded A Rapson.*

Matters Arising:

Nil

1.4 Correspondence

Inwards

- Tamara Murray – Resignation
- Karen Mackie – Resignation
- A Oliver – time off in September 2024. Board approved.

Outwards

- Letters to neighbours regarding trees.

2. Principals Report:

2.1 Strategic Section

Learning Centre & ESOL Mid year Report.

Community Consultation: This needs to be done before the end of the year. Andrea has supplied a timeline and questions. Anita offered to make some notes and will do this before camp.

Numeracy review.

Upcoming Events:

31/ 8: Matakana visit to the museum

11/9: Team 3 camp

16/10: Treasuring our Place – senior school

17/10: Reuben the Road Safety Bear

17 – 19/10: School discos

TERM 4: Beach Education programme for Team 2

A Nicholson moved to approve the upcoming events. Seconded M Paterson.

2.2 Financial

- Andrea Nicholson moved that the internet payments of \$234,676.14 GST inclusive were paid as at 30th June, 2023. Seconded: M Kedian
- Andrea Nicholson moved that the creditors of \$7,125 excluding GST as at 30th June 2023, be passed for payment. Seconded: M Kedian
- There was no spend for the month of June on the Credit Card.

- Andrea Nicholson moved that the internet payments of \$17,798.06 GST inclusive were paid as at 31st July, 2023. M Kedian
- Andrea Nicholson moved that the creditors of \$115,822 excluding GST as at 31st July, 2023 be passed for payment. M Kedian
- There was no spend for the month of July on the Credit Card.

2.3 Health & Safety

A Nicholson moved that the RAMs forms for camp be approved. Seconded M Kedian.

- M Kedian requested any hazards that have been identified to be reported to the Board. To put in list of actions.
- Fire alarm that was set off by burning toast, can be classified as a drill. Positive feedback for our kids as they were at their playtime and all lined up on the back field.

2.4 Staff Management

A Nicholson moved to ratify the appointment of Rachel Griffin, Scale A Teacher, fixed term to take over from Karen Mackie until the end of the year. Seconded L Clark.

2.5 Policy & Procedures

Professional Learning. Board adopted updated policy.

2.6 Asset Protection

No report for this meeting.

2.7 General

A Nicholson moved to adopt report. Seconded R Nathan.

3. General Business:

A Nicholson moved that an application be made to The Lion Foundation to pay for teacher aide time and to purchase LEGO Bricks to run our LEGO Brick Club for 12 months. The total requested is \$12,847.82. Seconded: M Kedian.

Had a quick look at proposed uniform shirt. Mel pointed out that the college shirt made of similar material does not breath, creates body odor.

Pou Arahi MOU – they are reorganizing at present so will get back to us.

Staff Well being – physical incidents involving staff. M Kedian bought this up to suggest a survey for staff on staff well being etc. It is tough out there, we have a high level of neuro diverse students and this does stress out our staff. Very difficult working environment. We are trying to get support, meetings with MOE. Board asked what they can do to support.

R Nathan tabled a parental grievance regarding bullying to the board. This was discussed and will be responded to. To let the parent know of all the policies and programmes that are in place for behaviour. Andrea to put something in writing for Roy to send to parent.

R Nathan signed off the 10YPP and 5YA forms.

Board went into committee at 4.39pm.

4. Business for Next Meeting:

5. Next BOT Meeting:

6. Meeting Closure: at.

Confirmed on this ^{25th}.....Day of ^{October}.....2023 as a true and Correct record with amendments.



.....Presiding Member