



Katikati Primary School Board of Trustees Monthly Meeting

Date: Thursday 30th June 2022 at 4.00pm in Boardroom.

1. Administration Matters:

1.1 Present: K Pewhairangi, M Paterson, R Nathan, L Clark, A Nicholson, O Hussey, A Morriss

1.2 Apologies:

1.3 Confirmation of minutes held 26th May 2022 as a true and correct record. *Moved R Nathan / Seconded M Paterson.*

1.4 Correspondence

Jen van Heuckelum –Leave request. Approved via email.

Rachelle Bright – Leave request. 6 - 13 May 2023. Approved.

2. Principals Report:

2.1 Strategic Section

Kapahaka started today.

UP COMING EVENTS for BOT approval:

1.7.22: Waimata Netball Tournament

A Nicholson moved to approve the upcoming events. Seconded R Nathan.

2.2 Financial

- Andrea Nicholson moved that the internet payments of \$74,776.67 inclusive were paid as at 30th April, 2022. Seconded: L Clark
- Andrea Nicholson moved that the creditors of \$18,424 excluding GST as at 30th April 2022, be passed for payment. Seconded: L Clark
- Andrea Nicholson moved that the credit card payment of \$1720 excluding GST as at 30th April 2022, be passed for payment. Seconded: L Clark

- Andrea Nicholson moved that the internet payments of \$69,935.20 GST inclusive were paid as at 31st May, 2022. Seconded: M Paterson
- Andrea Nicholson moved that the creditors of \$6,270 excluding GST as at 31st May, 2022 be passed for payment. Seconded: M Paterson
- There were no credit card payments this month.

2.3 Health & Safety

Service Dog Procedures discussed.

For an ORS Student. to help calm.

Approved by Board.

2.4 Staff Management

A Nicholson moved that the following appointment be ratified: Seconded: L Clark Jen van Heucklelum to be appointed to a full-time fixed term position as New Entrant teacher.

A Roche wishes to extend maternity leave and will be returning in Term 4.

2.5 Policy & Procedures

Service Dog at School.
Covered under Health & Safety.

2.6 Asset Protection


Discussed boundary fence. Waiting for the MOE to approve, then a consultation with the neighbours will happen.
The boundary trees bordering the tennis court are currently being removed, a temporary fence will be erected.

2.7 General

A Nicholson moved to adopt her report. Seconded: L Clark

3. General Business:

BOT Elections discussed timeline.
Advertising to go in Newsletter, Newspaper, Facebook.
A Nicholson moved to resolve to pay J Berquist ~~\$4799.16~~ GST incl to undertake the role of returning officer. Seconded R Nathan.

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\$1,450.00 


4. Business for Next Meeting:

5. Next BOT Meeting: 25th August 2022.

The Board went into committee at 4.30pm.

6. Meeting Closure: at .

Confirmed on this 25th Day of August 2022 as a true and Correct record with amendments.

.....Chairperson