



Katikati Primary School Board of Trustees Monthly Meeting

Date: Wednesday 28th June 2023 at 4.00pm in the school boardroom.

1. Administration Matters:

1.1 **Present:** A Nicholson, O Hussey, A Morriss, J Ballinger-Judd, A Willett, A Rapson, R Nathan

1.2 **Apologies:** M Paterson

1.3 **Confirmation of minutes held** Wednesday 31st May 2023 as a true and correct record. *Moved R Nathan. Seconded J Ballinger-Judd. Carried.*

Matters Arising:

Email has been sent to Mr Chase. No response at this stage.

1.4 **Correspondence**

TA requested leave to go to winter sports tournament in Palmerston North. *Leave granted. R Nathan signed off.*

2. Principals Report:

2.1 **Strategic Section**

Mid Year Data:

A Morriss talked about Years 1 – 3.

Data not reported on the NE as they have only had 6 months of schooling.

Low attendance correlates with low learning. When children return to school they are behind their cohorts.

All children that are low, there are programmes (reading eggs etc) to raise their levels.

Oral language, holding a book etc children are starting school without these basic skills.

Great progress can be seen from last years year 2's who are now Year 3's.

High numbers of ESOL children.

A Willett talked about Years 4 – 6.

There will always be a discrepancy between figures, as last year figures will have some children reported on are no longer at this school. Reporting on this years students, the number will be lower.

The same children are reported on every term.

Focus very much on writing.

We now have a lot of support programmes up and running as this all stopped happening over Covid.

Volunteer readers are back in school.

We have a high number of special needs children that are included in this data.

R Nathan praised and thanked staff for the work that goes into this.

UP COMING EVENTS for BOT approval:

- 29/6: School Librarians visit to town library

- 19 & 20/7: Ruben Road Safety Bear
- 1,2& 3/7: Team Discos
- 8 & 9/7: Trip to Waihi Mines
- 11/8: NED Values Show
- 15/8: Bookfair starts

A Nicholson moved to approved the upcoming events. R Nathan seconded.

2.2 Financial

- *Andrea Nicholson moved that the internet payments of \$127,850.50 GST inclusive were paid as at 31st May, 2023. Seconded: J Ballinger-Judd*
- *Andrea Nicholson moved that the creditors of \$219,800 excluding GST as at 31st May 2023, be passed for payment. Seconded: J Ballinger-Judd*
- *The credit card balance was \$212.86 in credit this month due to a refund for the Learning Centre being given.*

2.3 Health & Safety

Bus Agreement CCTV Policy (this was sent home in BOT Packs): A Nicholson moved that the CCTV Policy be adopted. Seconded A Rapson.

2.4 Staff Management

Nothing to report.

2.5 Policy & Procedures

- Performance Management. Andrea has joined a group of Principals in the Bay to support each other. Peer review.
To amend No 7. carried out by the Principal only not external appraiser.
- Police Vetting. Approved.

2.6 Asset Protection

5YA/10YOO has been approved by the MOE.

2.7 General

A Nicholson moved to adopt report. Sseconded R Nathan.

3. General Business:

Memorandum of Understanding, it will be sent through.

Andrea has asked if a BOT member would like to sit on the subcommittee as well as herself. It is a means for the hapu to bring information to Andrea. Roy asked what the purpose of this subcommittee as we have a position for one representative, who would report back to the other 3 hapu. This representative would also have their own input into the BOT meeting.

Andrea is applying to the MOE for a sabbatical. Andrea proposes that this approved so Roy can write his letter for approval. Board approved.

4. Business for Next Meeting:

5. Next BOT Meeting: 30 August 2023

6. Meeting Closure: at 4.45pm.

Confirmed on this ^{30th} Day of ^{August} 2023 as a true and Correct record with amendments.



.....Presiding Member