



## **Katikati Primary School Board of Trustees Monthly Meeting**

Date: Thursday 31<sup>st</sup> March 2022 at 4.00pm via zoom.

### **1. Administration Matters:**

**1.1 Present:** A Nicholson, M Paterson, O Hussey, R Nathan, L Clark

**1.2 Apologies:** K Pewhairangi

**1.3 Confirmation of minutes held** Thursday 24<sup>th</sup> February 2022 as a true and correct record. A Nicholson / M Paterson.

**Matters Arising:** None

### **1.4 Correspondence**

Outwards: WBOPDC re. trees on boundary with tennis club. Letter has been returned as receiver had resigned from Council.

### **2. Principals Report:**

#### **2.1 Strategic Section**

PLD providers – been a bit tricky at present as we have staff off (not everybody was able to attend)

Acorn sponsor – has offered us more funding for cultural pedagogies. Some ideas were to fund a male to work with our boys, kapahaka, te reo, tikanga, or new kapahaka uniforms.

#### Upcoming events:

23rd May: WBOP Ripa Rugby World Cup

School Cross Country (next term)

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

#### **2.2 Financial**

*Andrea Nicholson moved that the internet payments of \$2,832.75 inclusive were paid as at 31st January, 2022. Seconded R Nathan*

*Andrea Nicholson moved that the creditors of \$94,897 including GST as at 31st January, 2022, be passed for payment. Seconded R Nathan.*

*Andrea Nicholson moved that there were no expenses for the credit card as at 31st January, 2022. Seconded R Nathan.*

*Andrea Nicholson moved that the internet payments of \$139,373.62 inclusive were paid as at 28th February, 2022. Seconded R Nathan.*

*Andrea Nicholson moved that the creditors of \$10,682.16 including GST as at 28th February, 2022, be passed for payment. Seconded R Nathan.*

*Andrea Nicholson moved that there were no expenses for the credit card as at 28<sup>th</sup> February, 2022. Seconded R Nathan.*

#### **2.3 Health & Safety**

A huge thank you to staff for managing our staff shortage, have been very supporting. We have been fortunate that the staff have been unwell at different times. Hope to have a fire drill before the end of term.

## **2.4 Staff Management**

No Comments

## **2.5 Policy & Procedures**

Attendance Policy: This has had a full review over the last few weeks. A Nicholson moved to adopt the reviewed policy. Seconded M Paterson.

## **2.6 Asset Protection**

Shed floor has been prepared and concreted.

## **2.7 General**

A Nicholson moved to adopt her report. Seconded M Paterson

## **3. General Business:**

Board Elections

1. Agree to election date.  
Board agreed to Wednesday 7<sup>th</sup> September.
2. Appoint Returning Officer.  
A Nicholson moved to appoint Jean Berquist as returning officer.  
Seconded R Nathan. Board agreed.

MOE bulletin 29/3/22

From Tuesday 5 April there is no specified level of vaccination required by the Government for drivers of Ministry-funded school transport services.

However, the other COVID-19 prevention measures are still in place, such as:

- regular cleaning of vehicles
- mandatory wearing of masks for all those aged eight and over (or who are in Years 4 and over) on school transport
- ability for ākongā aged five and over to be vaccinated.

Discussed.

- Teachers no longer have to be vaccinated as of 4th April as per MOE.
- To follow the MOE recommendations, we have to do a health and safety risk assessment now the vaccine mandate has been lifted.
- Bus drivers are wearing a mask, distanced from the children so the risk is low.
- MOE advice is still no to non essential visitors. We are still in red at present.
- We have already have COVID in the school.

Out of zone enrolments. 25 has been approved for out of zone enrolments for Term 2.

Letter from MOE re. enrolment zone. We 50 children less than last year. Lack of housing in Katikati, many families have had to move away. New housing being built are too small, no large homes. The enrolment zone was put in place to keep our numbers under control. We do not need the enrolment zone at present. Board is happy to apply to opt out of the enrolment zone.

We have an over entitlement teacher to keep the class numbers down. We have staff due back from maternity leave soon.

Teacher Only Day: Friday 3<sup>rd</sup> June 2022 (before Queens birthday). Board approves.

POTS – the canteen is currently running at a loss, we need to look at this to make it more viable.

Discussed shoulder tapping for future BOT members for upcoming election.

**4. Business for Next Meeting:**

To come up with a strategy regarding getting parents interested in representing on the Board of Trustees.

**5. Next BOT Meeting:** 26<sup>th</sup> May 2022

**6. Meeting Closure:** at 4.55pm.

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

.....Chairperson