



Katikati Primary School Board of Trustees Monthly Meeting

Date: Tuesday 28th February 2023 at 4pm

Election of Officers:

Nomination for Chairperson: J Ballinger-Judd nominated R Nathan. Accepted. Carried.

Nomination for Treasurer: J Ballinger-Judd nominated M Kedian. Carried.

Nomination for Property: R Nathan nominated L Clark. Accepted. Carried.

Nomination for Personnel: A Nicholson nominated J Ballinger-Judd. Accepted. Carried.

Nomination for Privacy Officer: A Rapson. Accepted. Carried.

1. Administration Matters:

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

1.2 Apologies: M Kedian, M Paterson

1.3 Confirmation of minutes held Wednesday 7th December 2022 as a true and correct record. Moved R Nathan. Seconded A Nicholson.

Matters Arising:

Transport Website Feedback:

To be discussed at next meeting.

It was suggested to have an action list for members that comes out with the agenda and minutes. Actions requested were emailed to members last Thursday when packs were sent home.

1.4 Correspondence

1. Letter re. boundary trees. The 3 big trees on the back field are the only source of shade for the children. These trees are causing distress for the neighbours, clogging up gutters etc. Discussion on what can be replaced for shade if the trees go. Suggested a large pergola? Andrea to acknowledge letter and that the BOT are exploring options. To come back to this at next meeting with options and cost. Cost options for dropping trees, removing and stump grinding. Suggested trying All Terrain Mulching and Chipping for a quote.
2. Leave request from C Doniella from 30th March – 28th April. Visiting family overseas.. Leave approved.
3. Letter from MOE confirming a reduction in school opening dates due to the cyclone.

2. Principals Report:

2.1 Strategic Section

Charter 2023

- This is the last time the Charter will look like this.
- This is updated annually.
- School wide focus on writing.
- Structured spelling programme in place.
- So much disruption to children's learning with COVID. It is going to take time for children to catch up to where they are supposed to be. Also we need to

- *Andrea Nicholson moved that the credit card payments of \$418 GST inclusive as at 30th November, be passed for payment. Seconded: J Ballinger-Judd*
- *Andrea Nicholson moved that the internet payments of \$65,990.36 inclusive were paid as at 31st December, 2022. Seconded: J Ballinger-Judd*
- *Andrea Nicholson moved that the creditors of \$1,238 excluding GST as at 31st December, be passed for payment. Seconded: J Ballinger-Judd*
- *Andrea Nicholson moved that the credit card payments of \$250 GST inclusive as at 31st December, be passed for payment. Seconded: J Ballinger-Judd*

2.3 Health & Safety

Discussed.

- Staff member is on the mend.

2.4 Staff Management

No comments.

2.5 Policy & Procedures

Delegations to the Principal - No changes to be made.

2.6 Asset Protection

Room 15 is a room re purposed for our ORS children.

2.7 General

Union meeting for staff on Thursday.

A Nicholson moved to adopt her report. Seconded Luke Clark

3. General Business:

- Subcommittee for Policy & Grants. Jenner Ballinger-Judd and Anita Rapson are on this committee. Andrea to email to arrange a meeting before the BOT meets.
- Thank you for Christmas gifts, staff really appreciated them.

Board moved into committee at 5.10pm to discuss a pastoral care matter.

4. Business for Next Meeting:

5. Next BOT Meeting: 29th March, 4.00pm

6. Meeting Closure: at 5.30pm.

Confirmed on this 29th Day of March, 2023 as a true and Correct record with amendments.



.....Presiding Member