



Katikati Primary School Board of Trustees Monthly Meeting

Date: Thursday 25th August 2022 in school's boardroom.

1. Administration Matters:

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

1.2 Apologies: Nil

1.3 Election of Officers:

Chairperson: M Kedian nominated R Nathan. Carried

Property: M Paterson nominated L Clark. Carried

Treasurer: M Paterson nominate M Kedian. Carried

Personnel: A Nicholson nominated J Ballinger Judd. Carried.

1.4 Confirmation of minutes held Thursday 30th June 2022 as a true and correct record with the following amendment:

The amount paid to the Returning Officer is \$1450.00 GST inclusive. The amount approved was in error and was the total the school received. Moved A Nicholson Seconded M Paterson.

1.5 Correspondence

- Enrolment Scheme Removal – we have received a letter from the MOE re this.
- Carly Andrew's resignation. Carly is our SENCO and is retiring.
- Sue Bryson resignation. Sue is our attendance officer.
- Hayley Purcell – would like to go part time for 2023. Decision to be deferred for 2 weeks.

2. Principals Report:

2.1 Strategic Section

Years 1 – 3 Mid Year Aggregated Data:

- We look at progress/accelerated progress made rather than achievement.
- Attendance has been appalling which reflects on this data. Some children have had up to 50% absence. COVID has played a big part in this.
- A third of our children that are currently on our role did not start at KKPS.
- Transient families.
- 10% of our role are ESOL and is growing.
- The board supports the school with funding for extra learning programmes.
- Children who start and stay at our school, we have been able to follow their learning over the years and they show great progress.
- Andrea is working with the MOE to be able to access services that the Tauranga schools are able to.

- KKPS had employed a social worker with funding from the MOE to help get children back into school but unfortunately we had another lock down in the middle of it. This funding ended so we no longer have a social worker.
- End of Year data is expected to be much better.

Years 3 – 4 Mid Year Aggregated Data:

Learning Support Data – Andrea talked about this

2.2 Financial

- *Andrea Nicholson moved that the internet payments of \$40,020.65 GST inclusive were paid as at 30th June, 2022. Seconded: M Kedian*
- *Andrea Nicholson moved that the creditors of \$13,484 excluding GST as at 30th June 2022, be passed for payment. Seconded: M Kedian*
- *There were no credit card payments for June.*
- *Andrea Nicholson moved that the internet payments of \$31,037.79 GST inclusive were paid as at 31st July, 2022. Seconded: L Clark*
- *Andrea Nicholson moved that the creditors of \$11,296 excluding GST as at 31st July, 2022 be passed for payment. Seconded: L Clark*
- *There were no credit card payments for July.*

2.3 Health & Safety

We have a health & safety committee that meet once a month, the minutes of their meeting were included in the BOT pack.

2.4 Staff Management

Information regarding staff appraisal is included in Andrea's report.

2.5 Policy & Procedures

Trustee Code of Conduct – Andrea went through this

2.6 Asset Protection

Steve Graveson is our Property Manager, he does an amazing job. Workload increases significantly when we get our 5YA money.

Discussed boundary fence – this is going around the whole school.

2.7 General

A Nicholson moved to adopt report. Seconded R Nathan.

3. General Business:

Camp Planning: The camp deposit of \$2,500 has to be paid now to keep our booking for the 2023 Camp. *Board approved.*

4. Business for Next Meeting:


Kristy Graveson - Camp fundraising/costings

Andrea will receive the funding notice from the MOE at the end of term 3 for how many teachers we can employ.

5. Next BOT Meeting: Wednesday 28th September 2022.

6. Meeting Closure: at 4.48pm.

Confirmed on this 28th Day of September 2022 as a true and Correct record with amendments.

.....Chairperson