



Katikati Primary School Board of Trustees Monthly Meeting

Date: Wednesday 7th December 2022 at 4pm.

1. Administration Matters:

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

1.2 Apologies: L Clark

1.3 Confirmation of minutes held 9th November 2022 as a true and correct record.
Moved R Nathan / Seconded: J Ballinger-Judd

Matters Arising:

Nil

1.4 Correspondence

Leave request Ro Richards – 6 – 10th March. Approved.

Leave request Tamara Murray – 20 – 24 Feb. Approved.

Request re. support staff back pay – this will be discussed in committee.

2. Principals Report:

2.1 Strategic Section

End of Year Data

Attendance has had a huge impact, particularly juniors.

MOE – has given money to the Tauranga Moana but not enough going around to make a difference. Andrea & Lou is on the working party. To divvy up the money to where it is needed the most. The primary & college has put in an application for a shared project (to get a social worker in our schools). Covid has impacted greatly, staff ill, shortage of relievers, having to split classes. Staff have been absolutely awesome with pitching in with staff shortages. DHB has given us a clinical person to look after the schools in the area.

Literacy is our focus for 2023, writing in particular.

ERO are coming in to work with us early next year.

Level of transient children is at 35% - 35% of children reported on were not with us last year.

2.2 Financial

Draft Budget for 2023. It was a bit tricky as still getting funding for the pay increases for TA's & support staff. Board to approve the draft budget, any adjustments to be made in the new year after the figures for December is in. *R Nathan moved to ratify the draft budget. Carried.*

- *Andrea Nicholson moved that the internet payments of \$14,834.80 GST inclusive were paid as at 31st October 2022. Seconded: M Kedian*
- *Andrea Nicholson moved that credit card payments of \$82.48 including GST as at 31st October 2022 be passed for payment Seconded: M Kedian*
- *Andrea Nicholson moved that the creditors of \$16,190.00 excluding GST as at 31st October 2022 be passed for payment. Seconded: M Kedian*

2.3 Health & Safety

Buses – we contracted an intermediary to organize buses. Greig has written a report which is included in Andrea’s report. Camera’s will be trialed on 2 bus runs at the beginning of the year. If successful, more cameras will be used. They will be used on the 2 buses that have the most incidences.

To look at how the website works. Find out if the college students need to register for buses, do parents have re register them each year? Do we remind and send out the link to parents.

2.4 Staff Management

Thank you to Roy for doing Andrea’s appraisal.

2.5 Policy & Procedures

Curriculum Delivery Policy. Approved and signed by R Nathan.

2.6 Asset Protection

Asset purchases and assets removed during the year has been tabled.

Cyclical Maintenance Plan 2023 has been tabled. *A Nicholson moved to approved. Seconded R Nathan*

2.7 General

Graduation for Year 6’s. Hoping it all goes to plan, concerned with rising numbers of Covid. Staffing could become an issue if too many staff become unwell to run the event.

3. General Business:

It was resolved on the 7th December 2022 that an application be made to Grassroots Trust to pay for teacher aide time to run our sensory room “The Space” for 12 months. The total requested is \$25,000 excluding GST. Application approved the board. R Nathan signed.

Discussion regarding needing a person to apply for grants in the future. We do not receive enough funding to run our support programmes that we need. Anita put up her hand to help, has had experience in applying for grants. Jenner has also had experience in applying grants as well.


4. Business for Next Meeting:

Moved into committee at 5.30pm

5. Next BOT Meeting: Tuesday 28th February 2023

6. Meeting Closure: at 6.30pm.

Confirmed on this 28th Day of February 2023 as a true and Correct record with amendments.


.....Presiding Member