

## **BOT Meeting 28 July 2020 at 7:10 pm**

**Present:** Wayne Lunjevich, Kevin Matthews, Kelvin Horsford, Diane Laurenson,

**BoT Secretary:** Sheree Petch

**Apologies:** Amy Bolstad, Krystal-Rose Taaffe

**Karakia:** Wayne Lunjevich

**Minutes:** 23rd June 2020

*Accepted as true and correct.*

*Moved by Kelvin, Seconded by Diane Carried All*

### **Matters to follow up from previous meeting:**

- BoT dinner held 5th July, apologies from Kevin and Amy
- Line marker ordered and arrived
- H&S register
- BDO draft audit completion report

### **Inwards Correspondence:** *(tabled)*

- **Education Gazette** Vol. 99 No.10
- **Tubman** replacement quote for Hot Water Boiler \$117,219.00 + GST
- **Oxford Sports Trust** application approved for sporting goods \$8,678.00 excl

### **Outwards Correspondence:**

- **BDO** supporting evidence for report

*Motion: Inwards correspondence accepted, outwards approved*

*Moved by Kelvin Seconded by Diane Carried*

### **P.E. Curriculum Feedback** see handout

- Jasmin gave a report on what's happening in the P.E. curriculum for 2020
- 4x teams in netball successful start on the whole
- Grant for sporting equipment accepted and storage being cleared
- PAL leaders x20 established Term 3 during lunch times
- \$350 capped budget + mufti day being held for the Far North Cycling team support
- Te Runanga o Te Rarawa - Nutrition education
- P.E. curriculum being built alongside Deanna from Sport Northland with Health curriculum being merged in 2021

### **ManaiaKalani Feedback**

- Jasmin has now completed her DFI
- 2x currently undergoing DFI
- TOD Te Hiku cluster coming up on 17th August
- Te Hiku Film Festival 2x classrooms entered

Kevin thanked Jasmin for her report and efforts in the area

## **Financial Report:**

As at 30 June 2020 we have spent 42% of what was budgeted for the year

You have used 43% of your Salaries Budget for the year to date

This compares with 50% of the calendar year gone

Actual available funds as at 30 June \$538,656

Budgeted Available funds as at 30 June \$349,590

### *Items of significance*

- 1543 Covid-19 Resources - set up to accommodate expense / claim before Friday 12th June for distance learning and connectivity expenses incurred
- 3045 CoL contribution offset with income from Op drop
- 3303 Rm2 Stationery - Wayne addressing the issue
- 3419 Disc. Anc. SES Funded - offset income code 0150
- 3422 Teacher Aide - ORS - offset income code 0150
- 3721 Furniture grant - tote tray Rm1, stools Rm3
- 3723 Sports Equipment \$8,678 - Oxford Sports Grant
- 3802 RTM Travel - figures weren't available until after March return
- 3805 RTM Travel
- C540 Property
  - \$11,079 Chromebook storage Four Winds Grant
  - \$5,450 2x new drinking fountains as requested by staff - still to be installed
- Teacher aide pay equity + PLD

*The Board motion to increase the \$500 purchase limit of Wayne Lunjevich and Sheree Petch to \$1,000*

*Moved by Kelvin, Seconded by Kevin Carried All*

*Financial report accepted and accounts moved for payment, retrospective accounts moved & approved*

*Moved by Kelvin, Seconded by Wayne Carried All*

### **Principal's Report:** *see report*

- **Roll 260**
- **School wide data** shared with staff some 33 slides
- **Te Reo Maori** consistency across school being supported by RTM
- **NZC** action plan being established
- **TOD** Term 3
  - 17th August ManaiaKalani Te Hiku cluster onsite
  - 25th September NZC
- **Principal Appraisal** 2x quotes obtained from Lee Whitelaw and Mike Scaddan
- **WTE** 80hrs approved
- **NHS, MOE, BoT** meeting to discuss the need for additional classrooms asap + NHS garage site discussion

- **Asphalt Works** temporary seal due over a weekend, retention of funds with works to be completed over summer
- **Dominique Hancock Rm8 resignation** ending 11th Oct.  
*The BoT thank Dom for her efforts and huge contribution to KIS staff and students, we wish her well in her future endeavors at Taupo Intermediate School*

Kevin thanked Wayne for his report

**Property Matters:**

- **Hall floor** resanded, marked and polyurethane - looking awful  
*floor sanders to come and quote, be put in Cyclical plan for regular maintenance*
- **Wormald** remedial repairs as a result of annual survey - *quote for repairs \$1,751.00*

*The Board motion to accept Wormald quote for repair of \$1,751.00*

*Moved by Kelvin, Seconded by Kevin Carried All*

Meeting closed: **9:50 pm**

Next meeting: **25th August**

**Certified as True and Correct**

**Signed:**

**Kevin Matthews**

**Chairperson**

**Kaitaia Intermediate School**

**Dated:**