

## Minutes of Board of Trustees Meeting 10 Apr 2018 at 7:00pm.

**Present:** Vasanti Sima, Karen Fiveash, Kevin Matthews, Kelvin Horsford, John Rutherford, Vincent Rudolph

**BoT Secretary:** Sheree Blakeborough

**Apologies:** John Tahana

**Karakia:** Vincent Rudolph

**Minutes:** 13<sup>th</sup> Mar 2018: Accepted as true and correct. Moved by Vasanti Seconded by Karen Carried

### Matters Arising:

- **Mike Glover** to re-apply to the MOE to have the Library removed as teaching spaces
- **Arcline** commenced project management and quotes for the asphalt and alarms project
- **Hall iron** owned by the school and to be stored in the pool enclosure, proceeds of the sale to benefit KIS with at least \$3mtr sales
- **Alarm** proceeds of the alarm panel when removed to also benefit KIS is the sale of this
- **Hall/roofing project**
  - variation to gutter by Sheree's office to the corner of the canteen now needing replacement
  - barge board flashing from hall to breakfast club variation
  - quote from Pouwhenua for clear light in Bilingual covered quadrant

**Additional Business:** N/A

### Inwards Correspondence: (tabled)

- **Crombie Lockwood** Kitchener St renewal
- **STANews** issue:280
- **NZSTA 29<sup>th</sup> Annual Conference** 20-22 July, Rotorua
- **FNDC** remission/adjustment of excess water charges application lodged
- **NZSTA** Trusteeship guide for school trustees
- **Education Gazette** Volume 97 Number 5
- **Four Winds** approved \$2,700 for basketball uniforms
- **Oxford Sports Trust** \$3,662.59 approved for sporting equipment  
The Board congratulates Jasmin on her first successful grant applications
- **MOE** 2018 confirmed staffing entitlement
- **MOE** RTLB Land & Buildings contract
- **IWS** Funding agreement
- **MOE** acknowledged receipt of Analysis & Charter 7/3/18

### Outwards Correspondence:

#### Financial Report: *see attached*

As at 31<sup>st</sup> March we have spent 18% of what was budgeted for the year

Actual funds as at 31<sup>st</sup> March 2018 are \$376,891

Budgeted Available funds as at 31<sup>st</sup> March 2018 are \$324,541

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

*Moved by Kelvin, Seconded by Karen*

Kevin thanked Kelvin for his report

*Carried*

### Principal's Report. (John R)

- **Graduate profile survey** closed with 123 returns from families, these to be grouped and drafted collaboratively with staff
- **Career Aspirations** personalised pathways with Brian Hinchco
- **Lisa Watson** winding up Te Reo programme
- **Kahui Ako Vision** 3<sup>rd</sup> draft 16th March 2018 (see handout)
- **NZSTA** training webinars in 20mins of each BoT meeting
- **Swimming sports** a success, Jim Larkin brought in to coach our elite swimmers
- **Weet-Bix TRYathlon** 33 registered under the school umbrella a huge success and growing
- **Curious Minds** 42 students completed the 'Child Flight Trust' leadership training programme
- **PD Workers** utilised to get on top of gardens

**Roll:** 242      **Attendance:** 89.5% March 12 – April 6<sup>th</sup> 2x special needs, 2x students excluded and 5 students referred to Tai Tokerau Attendance effect these figures also

**Injury / Sickness:** not recorded

*Principal report moved and approved*  
Kevin thanked John for his report

*Moved by Vincent Seconded by Vasanti  
Carried*

**Self Review:** John to work on School Docs policies during the holidays in setting these up

**Health & Safety Report:** (Karen) see report for repairs

**Staff Rep Report:**

- Jasmin has submitted a fundraising report of her annual intentions for AIMS (*tabled*)

**General Business:**

- Student pedestrian and road crossing all over Facebook

**Property Matters:**

- **Staffroom dishwasher** repairs quote \$564.14, the Board approves the purchase of a new dishwasher given the age of the old one.
- **Admin interior painting** to remain the same colour as this would affect the entire school change
- **Food Tech ovens** offers on as is where is, Kevin would like 2 of these
- **Heat pumps** grills to be quoted, server room heat pump to be re bolted to the wall and the Principals heat pump to be lifted off the ground

Meeting closed: **9:40 p.m.**

Next meeting: **15<sup>th</sup> May 2018**

**Certified as True and Correct**

**Signed:**

**Dated:**

**Kevin Matthews  
BoT Chairperson  
Kaitaia Intermediate School**

**KIA MAU**