

Minutes of Board of Trustees Meeting 21 Aug 2018 at 7:00pm.

Present: Vasanti Sima, Karen Fiveash, Kevin Matthews, John Rutherford, Kelvin Horsford, Latecia Williams, Diane Laurenson

BoT Secretary: Sheree Blakeborough

Apologies: Vincent Rudolph

Karakia: Latecia Williams

Minutes: 24th July 2018: Accepted as true and correct. Moved by Kelvin Seconded by Karen Carried

Additional Business

Guest Speakers:

Manaia Kalani - Kerry Boyd-Preece, Lee Whitelaw

- 90+ Schools currently in Manaia Kalani, 20,000 learners, 80,000 whanau
- Move from analogue to the digital world
- Learn, Create, Share pedagogy
- Wolf Fisher Research Centre
- Average kiwi kid 'norm' expected to have 1x progress across reading, writing and maths
Manaia Kalani research has shown a 1.5x progress in reading + maths, with a 2x expected progress in just one year
- Based on Cyber Smart curriculum
- Focus on low income families

Solar Power – Hadlee

- Pre-approved 7year lease saving from current 40c to just 28c
- 20kw panels
- Operational grant via heat, light + water
- Lifespan 25yrs, convertors 10yrs
- Equico umbrella

Matters Arising:

- **Hall/Roofing** site follow up meeting required for areas missed during final site meeting

Inwards Correspondence: *(tabled)*

- **Four Winds Grant Application** approved \$3,250.00
- **Laser Electrical** hallway admin lights replacement quote – *back to Tristan for competitive quote and have made a part of the Hall/Roofing project*
- **PKF** Audit fee proposal years ending 31 Dec
Increase in charges of \$676.20 due to predicted staff salary cost

Motion: the Board moves to enter into a market tender process for the 2019 appointment of a school auditor

Moved by Kelvin Seconded by Vasanti

Carried

- **STAnews** issue:284
- **Tukutuku Korero** Volume 97 Number 13

Outwards Correspondence:

- **Pub Charity Grant Application** for the amount of \$5,100.87 excl GST for the 50th Reunion expenses;
 - Combined hire \$1,043.48 excl GST
 - Hall hire \$1,600.00
 - D F Gorrie Music \$1,000.00
 - Far North Rentals \$417.39
 - Lanyards \$1,040.00
- **Four Winds Grant Application** \$3,250.00
 - Photography \$1,200.00
 - Security \$1,800.00
 - Weedmat for Tables \$250.00

Financial Report: *see attached*

As at 31st July we have spent 51% of what was budgeted for the year

Actual funds as at 31st July 2018 are \$405,937

Budgeted Available funds as at 31st July are \$303,141

- **Water blaster hire** query as to why we are hiring when we have our own *Sheree to look into follow up with Jamie*
- **School-links** new messaging service as MGM haven't fulfilled their obligations to provide with a lack of working with MUSAC so trialling for 3 months.

Motion: the Board moves and approves School-links program for 3mths so Attendance and Administration matters reach whanau

*Moved by John Seconded by Kelvin
Carried*

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

Moved by Kevin, Seconded by John R

Kevin thanked Kelvin for his report

Carried

Principal's Report. John R (see handout)

- **School uniform** DD Gold has shown a huge savings for our whanau and offered to carry the line next year, buy out available stock from The Warehouse Kaitaia. *The Board has concerns for the ability to carry the amount of stock within their Kaitaia store given the lack of space they have and creating a wait time for parents not being readily available. John following up concerns & queries.*
- **Northland Health School** Brent Stevens made a site visit investigating our available rooms, Rm10 and the breakfast club ideal for what they need
- **Asbestos training** John looking into asbestos training for Jamie
- **Bells** complete
- **Alarms** still awaiting washup of Hall/Roofing project
- **AIMs Rams**

Motion: the Board moves and approves the RAMs for AIMs games 2018

Moved by Kevin Seconded by John R

Carried

Principal report moved and approved

Moved by John.R Seconded by Kevin

Kevin thanked John for his report

Carried

Self Review:

John working on customizing School Docs policies

General Business:

- **BoT** wish to fill the vacancy - *position to be advertised*

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

- **Health & Safety sub committee**

Motion: the Board moves and approves a subcommittee to be formed with all the relevant members required to do so

Moved by Kevin Seconded by Kelvin

Carried

Staff Rep Report: NIL

Property Matters:

- **Tubman Heating Ltd** boiler quotes - overall assessment needed, site visit
- **Food Tech** washing machine + drier combo purchase offer of \$350 Jane's personal appliances for her room and sole use

In committee: 11pm

Out committee: 11:10pm

Meeting closed: **9:10 p.m.**

Next meeting: **18th Sept 2018**

Certified as True and Correct

Signed:

Dated:

**Kevin Matthews
Chairperson
Kaitaia Intermediate School**