

Minutes of Board of Trustees Meeting 13 Mar 2018 at 7:20pm.

Present: Vasanti Sima, Karen Fiveash, John Tahana, Kevin Matthews, Kelvin Horsford, John Rutherford, Ashlee Holder

BoT Secretary: Sheree Blakeborough

Apologies: Vincent Rudolph,

Karakia: John Tahana

Minutes: 20th Feb 2018: Accepted as true and correct. Moved by Kevin, Seconded by Vasanti Carried

Additional Business:

- Teaching spaces + health school proposal *general discussion around this –Mike Glover to apply to the Ministry to have the Library removed from the teaching spaces, also awaiting further information re. Health School*
- *Water4U – request for cooler quotes are in \$49mth lease*

Motion: the Board moves and approves new water cooler lease for staffroom Moved by John Seconded by Kelvin Carried

Inwards Correspondence: (tabled)

- **Education Gazette** Volume 97 Number 3
- **Whangarei Schools Budget Workshop for Schools** Friday 18th May 10.30-2pm

Motion: Sheree + Kelvin (TBC) to register and attend both workshops Moved by John Seconded by Vasanti Carried

- **Harrison Tew** Emergency Management Plan for KIS \$2,500 manual, training etc \$180 + GST to review annually

Motion: the Board moves and approves Harrison Tew contract for the Emergency Management Plan for KIS (John to action) Moved by John Seconded by Karen Carried

- **STANews** issue:279
- **ARGEST** Building Act Compliance and Safety Features Contract

Outwards Correspondence:

- **Charter & Analysis of Variance** uploaded to ministry portal

Motion: the Board moves and approves inwards / outwards correspondence Moved by Kevin Seconded by Karen Carried

Financial Report: see attached

As at 31st January we have spent 4% of what was budgeted for the year

Actual funds as at 31st Jan 2018 are \$333,686

Budgeted Available funds as at 31st Jan 2018 are \$328,139

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** we have had 100 returns with 100% returned from Rm2 who's reward is a hot chips lunch for their efforts
- **Culturally Responsive Pedagogy** funding application for PLD deferred to Term 3
- **Evaluate capability** (teachers, leaders & BoT)
- **Teacher effectiveness** (student, teachers, parents, community, CoL)
- **Educationally powerful relationships** (students, teachers, parents, community)

Roll: 240

Injury / Sickness: N/A

Principal report moved and approved

Moved by Kevin, Seconded by J.T

Kevin thanked John for his report

Carried

Self Review:

NAG 3: Staff appraisal – see Principal report

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

Staff Rep Report: N/A

General Business: N/A

Property Matters:

- **Food Tech ovens quotes** ordered for installation Term 1 holidays
- **Water4U** approved
- **Painting Quotes** John Buck
 - *Admin Block \$19,780 + GST*
 - *Bilingual Block \$18,620 + GST bilingual block*
 - *Roof \$11,290 + GST*

Meeting closed: **9:20 p.m.**

Next meeting: **10th Apr 2018**

Certified as True and Correct

Signed:

Dated:

**Kevin Matthews
BoT Chairperson
Kaitaia Intermediate School**



KIA MAU