

Minutes of Board of Trustees Meeting 8 May 2018 at 7:00pm.

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

BoT Secretary: Sheree Blakeborough

Apologies: Vincent Rudolph

Karakia: John Tahana

Minutes: 10th Apr 2018: Accepted as true and correct. Moved by Vasanti Seconded by John R Carried

Matters Arising:

- **Lisa Watson** 50hrs left has been extended to the end of the year
- **Mike Glover** still awaiting response to re-apply to the MOE to have the Library removed as teaching spaces
- **Off limits** hall works still in progress, awaiting windows from Kerikeri, asbestos has been removed, cladding is up and roof is on
- **Banking staffing** underuse due to be paid out in next op drop and should cover this year's overuse

Additional Business:

- Ratify the appointment of Caryl Doherty-Walker in Tai's absence

Motion: the Board ratifies the appointment of Caryl Doherty-Walker as fixed-term teacher commenced 30th April in Rm9 for the remainder of the year.

*Moved by John R Seconded by Karen
Carried*

Inwards Correspondence: (tabled)

- **STAnews** issue:281
- **MOE** - 2017 underuse \$3,755.86 incl GST
- **PPTA** Paid Union Meetings Friday 8 June at 1.30pm at Okaihau
- **NZEI Te Riu Roa** Paid Union Meetings for Primary Teachers & Principals
Primary Teachers Paid Union Meetings are Wednesday 20 June at 1pm at KIS
Primary Principals Paid Union Meetings Friday 22nd at 9.30am at Kaitaia Primary
- **Education Gazette** Volume 97 Number 7
- **NZSTA AGM**
- **Arcline** site meeting minutes #4 27th April

Outwards Correspondence:

Financial Report: see attached

As at 30th April we have spent 24% of what was budgeted for the year

Actual funds as at 30th April 2018 are \$397,061

Budgeted Available funds as at 30th April 2018 are \$318,649

Available funds forecast as at 30th April

Available funds per last year's financial statements \$310,696

Projected closing available funds \$289,526 Forecast available funds \$363,561

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)

- **Manaia Kalani** to meet with the BoT at next meeting along with the Principal of another current user school

Roll: 242 **Attendance:** 89%

23 students make up most of our truancy data, 2x special needs, 2x students excluded and 5 students referred to Tai Tokerau Attendance effect these figures also

21 children have greater than 30% truancy non sequential

Year to date: 89.5% present, 4.9% justified absences, 5.6% unjustified absences

Injury / Sickness: not recorded

- Health & Safety teams requires growth with representation from across the school

Principal report moved and approved

Moved by Kevin Seconded by John

Kevin thanked John for his report

Carried

The Board congratulates John on his new position on the REAP Board.

Self Review: John working on customizing School Docs policies

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

- **Works security fencing** not secure during weekend sports, families creating their own paths through works to the rear fields. Pouwhenua to ensure fencing is secure (cable ties) when they're not onsite

Staff Rep Report:

- Jasmin requests Boards permission to apply to Pub Charity for AIMs transport and accommodation expenses

Motion: the Board moves and approves Jasmin Patrick to apply for funding to Pub Charity for \$4,682.46 excl GST

Moved by John

Seconded by Kelvin

Carried

General Business:

- **50th Anniversary report** see minutes handout
- **Tech review**

Motion: Upon reading the report from Cognition Education it is clear the need to undertake major changes in the delivery of the Technology program for both KIS students and outside schools students. The Board authorise the Principal to develop a plan and timeline to implement these changes on the Boards behalf and to report back to the Board with a view to having the plan completed by July 3rd.

The Board appoints a sub-committee to be formed in the implementation of the delivery changes nominating Kevin, Kelvin and John R

Moved by John T Seconded by Karen

Carried

Property Matters:

- **Request for a stove** to be installed in the Materials room

Due to Health & Safety guidelines the request for an oven in the Materials room has been declined

- **New dishwasher** purchased and installed by Jamie and Claudia

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

Next meeting: **12th June 2018**

Certified as True and Correct

Signed:

Dated:

Kevin Matthews
BoT Chairperson
Kaitaia Intermediate School