

**Katikati College Board of Trustees Meeting Minutes  
of 23 May 2024 at 4:30pm in Katikati College Boardroom**

1. **Karakia:** All

2. **Welcome, Attendance & Apologies:**

Attendance: Louise Buckley (Tumuaki), Bobbette Tanner (Parent Elect – Presiding Chair), Jenner Ballinger-Judd (Parent Elect – Remotely), Colleen Fleming (Co-opted Member), Victoria Denyer (Parent Elect), Reon Tuanau (Co-opted Member), Valarie Uilou (Parent Elect – arrived 4:58pm), Lisa Corbett (Staff Rep), Reid O’Connell (Student Rep), and Angela Macdonald (Minute Secretary).

Apologies: Jesse Samuels (Pou Arahi Rep)

3. **Declarations of Conflict of Interest**

Non declared.

4. **Administration:**

- Code of Conduct tabled.
- Thanks extended to Jenner for Chairing the March meeting.
- Congratulations extended to Valarie on becoming a Justice of the Peace.

5. **Strategic Monitoring/Reporting:**

5.1. Principal’s Report tabled with discussion and specific points of interest as follows:

- Student Leaver data collection process explained.
- Acorn Foundation Community Group Endowment Fund discussed. Long term plan outlined.
- Bank Staffing is on track.
- NCEA Comparative data discussed. Level 1 is looking good. Concern is at Level 2 and 3.
- Consultation on crest and houses discussed.
  - Google Form for community, student and staff consultation tabled.
  - Assurance given that all nationalities within our community will have opportunity to comment and also those who may have technology barriers.
  - The community event on 23 June will also be a good chance to seek feedback.
- Faculty & Learning Area Review challenges and questions discussed.
- Wellbeing@school survey data discussed.
  - Suggestion to have more signage around the school promoting kindness.
    - **Action Item:** Student Council to look into this.
- PAT Data explained and discussed. Ability to now track our students from Yr7 – 10 in reading, listening and mathematics.
- Priority Student Plans – this reflects the extensive support and resourcing within these areas of the school. Our Learning Support area has grown and the work in this area of the school is significant. PLD and upskilling of our Teacher Aides has increased significantly with fantastic programmes being implemented.

*The Learning Centre was acknowledged by the Board for their extensive programmes and mahi.*

- Suspension Information from NZSTA PLD shared with areas to improve on discussed.

- DRAFT Terms of Reference for the Discipline Committee made available.
- Sharing of video footage discussed.
- **Action Item:** \* ~~Addition to Enrolment form~~ **Lou to investigate possible addition to the enrolment form** – ‘If you are involved in an incident, you approve for footage to be shared’.

*Principal’s Report – Colleen, Sec Reid – carried*

*Lou was commended on her Principal’s report – a lot of work with very relevant information in this document.*

## 5.2. Update on Ōmokoroa Schools from the MOE

- Ōmokoroa is not considered as a ‘high enough growth area’ for a new school – it does not meet the growth threshold in comparison to other areas of the BOP, and capacity is available at neighbouring secondary schools.
- Staff and community will be advised.

## 6. Strategic Discussions and Decisions:

### 6.1. Policy Updates

- 6.1.1. Anti-Harassment – reviewed. Amendments highlighted and approved

*Bobbette, Sec Lisa – carried*

- 6.1.2. Child Protection – reviewed. Amendments highlighted and approved.

*Lisa, Sec Val – carried*

### 6.2. NZSTA Workshops/Webinars

- ‘Monitoring and Reporting’
- Board Role in Student Suspension meeting - all members invited to attend this webinar.

## 7. Finance

### 7.1. Finance Report

March and April 2024 Education Services Governance Report made available.

### 7.2. Finance Subcommittee Minutes – 16 May 2024 tabled.

## 8. Administration

### 8.1. Correspondence:

Inward

- Trips for approval – *all approved*
- Grant Application Requests:
  - *The Katikati College School Board supports the grant application request to NZCT for \$40,550 for the cost of accommodation and activities, for approximately 235 x Yr7 & 8 students, to attend camp at Totara Springs.*  
*Bobbette - all in favour - carried*
  - *The Katikati College School Board supports the grant application request to We Care Community Trust for \$40,550 for the cost of accommodation and activities, for approximately 235 x Yr7 & 8 students, to attend camp at Totara Springs.*

*Bobbette - all in favour - carried*

- *The Katikati College School Board supports the grant application request to Grassroots Turst for \$40,550 for the cost of accommodation and activities, for approximately 235 x Yr7 & 8 students, to attend camp at Totara Springs.*

*Bobbette - all in favour - carried*

- *The Katikati College School Board supports the grant application request to the Community Board for \$40,550 for the cost of accommodation and activities, for approximately 235 x Yr7 & 8 students, to attend camp at Totara Springs.*

*Bobbette - all in favour - carried*

Outward

- Tabled

*Inwards accepted and Outwards approved*

*Lou, Sec Val – carried*

## **8.2. Minutes from previous meeting**

*Minutes of 28 March 2024 accepted as a true and accurate record.*

*Colleen, Sec Victoria - carried*

**Next Meeting:** Thursday 27 June 2024 at 4:30pm

***Public meeting closed at 6:15pm and moved into Public Excluded Business***

***\*Amendment to minutes***