

**Katikati College School Board Meeting Minutes
of 7 November 2024 at 4:30pm in the Katikati College Boardroom**

1. Karakia: Katana

2. Attendance & Apologies:

Attendance: Louise Buckley (Tumuaki), Bobbette Tanner (Parent Elect – Presiding Chair), Colleen Fleming (Co-opted Member), Jenner Ballinger-Judd (Parent Elect), Victoria Denyer (Parent Elect), Lisa Corbett (Staff Rep), Katana Te Ngaio (Student Rep), and Angela Macdonald (Minute Secretary).

Apologies: Jesse Samuels (Pou Arahi Rep), Valarie Uilou (Parent Elect)

Absent: Reon Tuanau (Pou Arahi Rep)

3. Declarations of Conflict of Interest

None declared.

Acknowledgement paid to the passing of Gaylia Bundle - love and support extended to Poumatua Joe Manukau and Gaylia's family. A huge loss to our school and community.

4. Strategic Monitoring/Reporting:

4.1. Principal's Report tabled with discussion and specific points of interest as follows:

- Several great events over the last couple of months
- Principals Professional Growth Cycle - time frame for appointing an external appraiser discussed. Agreed that an external appraisal will be undertaken in 2026.
- Design Brief for Crest and House names tabled and discussed
- NCEA data discussed
- Property:
 - Commend Simon Finnimore and the Property Team for all the improvements that have been made around the school.
 - Matt Ayers and the Infrastructure Manager from the MOE visited today to examine our site as a result of the Omokoroa High School being put on 'pause'. They came to see what they may need to do in the future if we need to increase our role. They were impressed with your classrooms - old buildings but fresh and interesting inside.
- Attendance - chronic absenteeism is improved compared to last year

Principal's Report – Colleen , Sec Lisa – carried

5. Strategic Discussions and Decisions:

5.1. Policy Updates - Nil

5.2. Draft terms of reference tabled

5.2.1. Finance Committee Terms of Reference - accepted

Lou, Sec Victoria - carried

5.2.2. Personnel Committee Terms of Reference - accepted

Jenner, Sec Lou – carried

5.2.3. Property Committee Terms of Reference - accepted

Colleen, Sec Bobbette - carried

6. Finance

6.1. Finance Report

September 2024 Education Services Governance Report made available.

6.2. Finance Subcommittee Minutes – 24 October 2024 tabled.

7. Administration

7.1. Correspondence:

Inward

- Tabled

Outward

- Tabled

- Auditor General audit arrangements discussed. Letter to challenge decision supported and signed.

*Inwards accepted and Outwards approved
Jenner, Sec Lisa – carried*

7.2. Minutes from previous meeting

Minutes 26 September 2024 accepted as a true and accurate record:

Lisa, Sec Colleen – carried

7.3. Dinner following next meeting at The Talisman. All in agreement

- **Action Item:** *Angela to send out invitations to include DP's and Angela. Set menu to order in advance. Booking for 6pm*

7.4. Prizegiving organisation - Tuesday 10 December

- 9am - Years 9 & 10 - *Attending - Jenner, Bobbette, Lisa*
- 11:30am - Years 7 & 8 - *Attending - Jenner, Bobbette, Lisa*
- 6pm - Seniors - *Attending - Victoria (will present any Yr level), Bobbette (will present Yr13)*

Next Meeting: Thursday 28 November 2024 at 4:30pm

Public meeting closed at 5:25pm and moved into Public Excluded Business