

**Katikati College Board of Trustees Meeting Minutes
of 7 August 2025 at 4:30pm in the Boardroom at Katikati College**

1. **Karakia:** Lou

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

Attendance: Louise Buckley (Tumuaki), Bobbette Tanner (Presiding Member), Valarie Uilou (Parent Elect), Victoria Denyer (Parent Elect), Jenner Ballinger-Judd (Parent Elect - remotely), Katana Te Ngaio (Student Rep), Lisa Corbett (Staff Rep) and Angela Macdonald (Minute Secretary).

Apologies: Colleen Fleming (Co-opted Member), Jesse Samuels (Pou Arahi Rep)

3. **Declarations of Conflict of Interest**

Non declared.

4. **Administration:**

- PLD for the new Board will be held on 16 October at 4:30pm at Katikati College. Katikati Primary School Board will also be invited. Shawn Gielen will facilitate.

5. **Strategic Monitoring/Reporting:**

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

- NCEA Changes - a lot of information is coming out from the Minister which is currently being digested by staff. There is a link in the school newsletter and the Board is strongly encouraged to provide feedback.
- Lou will be attending University of Canterbury's Principal's Day Out on 22 August and speaking to teacher graduates as part of a marketing strategy to attract new teachers to our area.
- NCEA data is now shifting in a positive direction along with our Numeracy and Literacy statistics. We are seeing positive outcomes with the appointment of our Numeracy and Literacy co-ordinators. The Board can be assured that a lot of work is being done by a range of staff who are constantly looking at the 'names' behind the data and how achievement can be enhanced further for our students.
- New tohu (logo) tabled and discussed. Currently being 'soft launched' - has been shared with all staff and will be shared with students shortly. Pou Arahi will then be asked to share the design within their communities. The next stage will be for students to workshop various cultural designs to 'sit behind' this.
 - House names is still in progress

■ **Action Item:** Lou will email presentation to the Board

- Overview on International Student numbers and target locations discussed.
- Property:
 - 5YA - roofing projects are currently high priority
- Health & Safety - a robust meeting was held yesterday and good processes are in place.
- Attendance statistics look positive with good tracking data procedures in place.

Principal's Report – Victoria, sec Val – carried

6. Strategic Discussions and Decisions:

6.1. Policy Updates

6.1.1. Protected Disclosure – Approved - no amendments required

Val, sec Bobbette - carried

6.1.2. Theft and Fraud - Approved - no amendments required

Bobbette - carried

6.1.3. Concerns & Complaints - Changes discussed - to be represented at Sept meeting

Bobbette - carried

7. Finance

7.1. Finance Report - June Governance report available

7.2. Finance Subcommittee Minutes dated 31 July tabled.

- Mid year budget review completed

8. Administration

8.1. Correspondence:

Inwards - Trip

Inwards accepted

Lisa, sec Jenner - carried

8.2. Minutes from previous meeting

Minutes of 19 June 2025 accepted as a true and accurate record.

Lou, Sec Lisa - carried

9. Preparation for next meeting

- Acting Chair for next meeting - Victoria Denyer

Next Meeting

Thursday 11 September 2025 at 4:30pm

Public meeting closed at 5:41pm and moved into Public Excluded Business