Katikati College Board of Trustees Meeting Minutes
of 26 February 2026 at 4:30pm in Katikati College Boardroom

1. **Karakia:** Lou
2. **Welcome, Attendance & Apologies:**

   Attendance: Louise Buckley (Tumuaki), Bobbette Tanner (Parent Elect - joining remotely), Jenner Ballinger-Judd (Parent Elect - joining remotely), Victoria Denyer (Parent Elect), Hilary Johnson (Parent Elect), Ngairo Eruera (Co-opted Member - Pou Arahi Rep), Charlie Aisake (Student Rep) and Angela Macdonald (Minute Secretary).

   Apologies: Michael Low (Staff Rep), Val Uilou (Parent Elect)

3. **Declarations of Conflict of Interest**
   Non declared.

4. **Administration:**
   - Appointment of Presiding Member
     - Nominations called for the Presiding Member position.
     - Bobbette nominated by Jenner, sec Victoria - nomination accepted.

   all in favour

   Bobbette Tanner elected as Presiding Member
   Chairing of meeting handed over to Bobbette

   - Ngairo Eruera was welcomed to the Board as a representative appointed by Pou Arahi. Elected as a co-opted member of the board for 2026.
   - Board Code of Conduct - Tabled
   - Board Delegation
     - Resolution for Delegations of Authority to the Principal - Tabled and Approved with amendments including the additional wording of 'jointly' responsible.

       Ngairo, sec Hilary - all in favour
   - Board Sub Committees confirmed as follows:
     - Finance - Lou, Hilary, Michael, Ngairo, Bobbette
     - Property - Lou, Hilary, Michael, Ngairo, Bobbette
     - Personnel - Val, Jenner, Bobbette
     - Discipline - all members
     - Innovative Horticulture Trust - Lou, Bobbette and Jenner
       - ***Action Item -*** *Terms of Reference to be shared with committee members (Angela)*

5. **Strategic Monitoring/Reporting:**

   5.1. Principal's Report tabled with discussion and specific points of interest as follows:
   - Role is still increasing with new enrollments arriving for a variety of reasons
   - Inaugural Community Event is planned for next Monday evening.
     - ***Action Item:*** *Invite to be sent to the Board (Angela)*
   - Board members who were available to help at the staff 'Start of Year BBQ' were thanked for their time.
   - A Physics Teacher has been appointed to cover the Maternity Leave position.

- Literacy and Numeracy Support Role along with the Pastoral Support roles focusing on academic tracking has directly impacted on improvements with NCEA results.
    - The Board acknowledged the effort put in by staff and were impressed with the improvement in results.
- Draft Annual Implementation Plan 2026 tabled
- 2024 - 2026 Strategic Plan updated removing NELPs and including commitment to Te Tiriti o Waitangi
- Consultation Plan outline used in 2022 tabled
    - ***Action Item***: *Sub committee to be formed. Agenda item for March*
- Students are embracing the new House names
- Māori & Pasifika subject selection discussed. Predominantly there are gaps in Maths and Science, however our involvement with Pūhoro STEM is assisting in addressing this. Also, focus is on engaging our Year 9 & 10 ākonga in Maths and Science to encourage selection in these subjects at NCEA level.
- Guidelines for stand downs, suspensions, exclusions and expulsions
    - ***Action Item:*** *If you are on a discipline committee, please read these updated guidelines.*
    - ***Action Item:*** *Webinar on 10 March - Board members encouraged to register - link will then be emailed to you.*
- Health & Safety - following the lockdown in November last year, a precautionary guideline is being developed.
- Attendance - We have seen a pleasing start to the year and new attendance codes have been implemented. A budget item has been allocated for 'financial barriers' which will assist in addressing some low attendance issues.
- Apata Coolstores donated 30 backpacks with stationery, drink bottles etc which will be distributed accordingly.

Principal's Report – Victoria, sec Ngairo – carried

6. Strategic Discussions and Decisions:

6.1. Strategic Plan - revisited

6.2. Policy Updates

6.2.1. Finance Policy – approved with changes

Lou, sec Hilary - carried

6.2.2. Concerns & Complaints - approved with flow chart to be included as part of the policy

Lou, sec Bobbette - carried

6.3. Conflict of Interest - link tabled.

6.4. 2026 Board Work Plan draft tabled - this is a live document which will be available at every meeting.

6.5. NZSTA Workshops & Webinars available.

- ***Action Item*** *- Board member register to be sent to NZSTA (Angela)*

7. Finance

7.1. Finance Report

November 2025 and December 2025 Education Services Governance Reports were made available.

7.2. Finance Subcommittee Minutes – 19 February 2026 tabled.

8. Administration

8.1. Correspondence:

Inward

- Yr13 Head Student trip has been cancelled
- Trips for approval

all approved - Hilary, sec Lou

Inwards accepted and outwards approved
Victoria, Sec Ngairo - carried

The Board requests that approval for EOTC trips be received in a timely manner.

8.2. Minutes from previous meeting

Minutes of 27 November 2025 accepted as a true and accurate record.

Hilary, sec Charlie - carried

9. Preparation for next meeting:

- Guest presenter - Simon Finnimore on EOTC
- Apologies from Ngairo for attendance at the March meeting.

Next Meeting

Thursday 26 March at 4:30pm

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