

Katikati College Approved
Board of Trustees Meeting Minutes
26 May 2022 at 6:30pm in Katikati College Boardroom

1. **Karakia:** Shawn
2. **In attendance:** Bobbette Tanner (Chair), Dave Freeman, Sara Elliott-Warren, Valarie Uilou, Xingang Wang, Shaan Kingi (online), Louise Buckley, Shawn Gielen and Angela Macdonald (Minute Secretary)

Apologies: Lisa Corbett, Wendy A’Bear

3. **Declarations of Conflict of Interest**

Non declared

4. **Strategic Monitoring/Reporting:**

- 4.1 Principals Report

Report tabled with discussion on:

- Additional Relief Teacher Funding – Covid related:
 - \$20,000 has been received to date. Thank you to Angela for the work that has gone into this.
- Health & Safety – Covid 19 Vaccine Mandate:
 - Following the Risk Assessment process undertaken by the Health & Safety Committee on 19 May 2022, there is no role within the College for a worker to be vaccinated.
- Horticulture Building – this is progressing very slowly
- Stand Down and Suspensions:
 - The suspensions have spiked since last meeting which relate to one incident involving six Yr8 students
- Classroom observations – great to have these in place
- Early tracking of NCEA results is to be commended

- 4.2 Curriculum Reports

Reports made available

The Board thanked HoF’s for their reviews – the level of reflection that staff have done is to be commended.

Principal’s Report - Valarie, sec Dave - carried

5. **Strategic Discussions and Decisions:**

- 5.1 Elections:

Digital option of running elections with an accredited provider discussed however currently there are no providers who have been accredited.

Board agreed to stay with the status quo of appointing a Returning Officer to run the election process.

- Returning Officer - to be appointed by 6 July (as Marianne Silvester has resigned)
- Election Day - 7 Sept
- Student Elections - 21 Sept

5.2 Policy Updates:

- Privacy - additions and alterations discussed.
 - Ratified with the delegation section to be removed

ratified by Sara; sec Xingang - carried

5.3 Procedures have been updated/written for:

- Surrender & Retention of Property and Searches
- Physical Restraint

6. Finance/Property

6.1 Finance Report:

April Education Services Governance Reports were made available.

- Finance Sub Committee Minutes tabled – 17 May 2022
- Annual Report will be put onto the website and uploaded to the MOE

Assurance was given to the Board that finances are becoming clearer each month with improved understanding and close monitoring

7. Administration

7.1 Correspondence:

- Trips – all approved
- Staff – approved by LSM. Shawn suggested that a personnel subcommittee be setup in future to consider staff requests as and when they come in
- Grant Request:

Application to apply for a Grant to Grassroots Trust Limited for Fiefia Night celebrations covering costs for lighting, carpet, catering and band to the value of ~~\$17,500~~ \$18,130.46 was approved by the Limited Statutory Manager

- *Inward accepted and outward approved
Dave, sec Val – carried*

7.2 Minutes from previous meeting – 7 April 2022

- *Minutes accepted as a true and accurate record - Bobbette - carried*

Next Meeting Date: Thursday 30 June 2022

Public meeting closed at 7.24 pm and moved into Public Excluded Business