

Katikati College
Board of Trustees Meeting Minutes
29 September 2022 at 4:30pm in Katikati College Boardroom

1. **Karakia:** Lisa

2. **In attendance:** Bobbette Tanner (Chair), Jenner Ballinger-Judd, Valarie Uilou (5:15pm), Lisa Corbett, Reid O'Connell, Shaan Kingi, Louise Buckley, Shawn Gielen and Angela Macdonald (Minute Secretary).

Apologies: Dave Freeman

Welcome to:

- Belinda Havill (MOE) – speaking rights will be given to Belinda for item 5.2 on Agenda
- Reid O'Connell – his first meeting as Student Rep

3. **Declarations of Conflict of Interest**

Non declared

4. **Strategic Monitoring/Reporting:**

4.1 Principals Report

Report tabled with discussion and specific points of interest as follows:

- Principal PLD update
- Principal mentor update
- Provisional staffing for 2023:
 - Lou will be requesting a review of the Ministry's predicted roll numbers
 - Lou informed the Board of her plan to manage staffing in 2023 – assurance given to the Board that current overstaffing is manageable
 - Four permanent and two fixed term maternity positions will be advertised tomorrow
- Equity Index and funding for 2023:
 - Detailed breakdown tabled
 - Based on a student roll of 753, will result in an increase in funding of \$97,566.75
- Stand down and Suspensions:
 - 50% of our stand down and suspensions involve 11 students
- A good range of PLD is being undertaken by staff

Principal's Report - Shaan, sec Reid – carried

5. **Strategic Discussions and Decisions:**

5.1 Elections:

- Options regarding our constitution discussed.
To be considered further at November meeting.

5.2 Board readiness for self-governance:

Belinda was given speaking rights and discussion followed on the Board's readiness for self-governance.

- Belinda will be recommending that the Board are now in a position to self-govern and no longer require the assistance of a LSM.

Thank you to Belinda who left the meeting at 5:30pm

5.3 Policy Updates:

- Personnel Policy - amendments discussed
 - *Shawn approved changes with unanimous support of the Board*
 - Protected Disclosure Policy & Procedures – amendments discussed
 - *To be carried over to the next meeting*
- **Action item:** *Lou to present relevant policies to staff*

6. Finance/Property

6.1 Finance Report:

August Education Services Governance Report was made available.

- Finance Sub Committee Minutes tabled – 22 September 2022

7. Administration

7.1 Correspondence:

Inward and Outward Correspondence tabled

- Trips – approved
- Resignations & Maternity requests – accepted
 - Early release approval given
 - Lou will inform staff tomorrow of the above

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

7.2 Minutes from previous meeting – 18 August 2022

- *Minutes accepted as a true and accurate record*

Lisa, sec Lou – carried

8. Preparation for next meeting:

8.1 Community Consultation

Sub committee have met and survey has gone out to community, students and staff

8.2 Board Dinner

Date confirmed for Thursday 3 Nov at The Talisman at 6:30pm (following Board meeting).

SLT to be invited

- **Action Item:** *Angela to book The Talisman*

Next Meeting Date: Thursday 3 November 2022 at 4.30pm

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