

Katikati College
Board of Trustees Meeting Minutes
3 November 2022 at 4:30pm in Katikati College Boardroom

1. **Karakia:** Lou

2. **In attendance:** Bobbette Tanner (Presiding Chair), Valarie Uilou, Dave Freeman, Lisa Corbett, Reid O’Connell, Louise Buckley and Angela Macdonald (Minute Secretary).

Apologies: Shaan Kingi, Jenner Ballinger-Judd

Welcome: Shawn Gielen – speaking rights given – all in support

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:

- New appointments advised
- Level One data is down for Māori students – this is reflected Nationwide
 - Possible reasons for low achievement in this area discussed
 - Alternative education and pathways discussed
- Learning Support – looking at enrolling two Yr7 students who have IWS support
- International Students:
 - Focus will be on the Asian market for 2023 and to also work with ODENZ for the Northern European market. Relationship building is key.
 - Looking at an Asian Trip in 2023
 - Income estimated for 2023 is \$50,000
- PTA Fundraiser – a professional, hard bound cookbook is currently being planned – this will be a collaboration between the PTA and Hospitality.
- ERO – a detailed checklist on compliance is available to the Board – Lou gave the Board assurance that we are compliant
 - Profile Report – this will be produced early next year
 - **Action Item:** Any comments from the Board to be emailed to Lou by Monday

Principal’s Report - Val, sec Lisa – carried

5. **Strategic Discussions and Decisions:**

5.1 Community Consultation:

- Lou gave a brief overview of feedback
- 91 community responses received (12%)
 - **Action Item** – Subcommittee to meet and report to Dec meeting

5.2 Exit Interviews:

- Bobbette has invited staff who are leaving to attend an exit interview
- Exit Interview questions will be shared with the Board – two board members to be on the panel
- Exit interview summary will be shared with the Board.

5.3 Policy Updates:

- Protected Disclosure Policy & Procedures
- Finance amendment (remove LSM reference)
- Theft & Fraud (remove LSM reference)

Passed by Bobbette

Val, sec Reid - carried

Dave, sec Lou - carried

6. Finance/Property

6.1 Finance Report:

September Education Services Governance Report was made available.

- Finance Sub Committee Minutes tabled – 27 October 2022
- Draft budget planning has commenced

7. Administration

7.1 Correspondence:

Inward and Outward Correspondence tabled

- Trip – approved
- Resignation – accepted
- MOE – LSM intervention to cease

- *Inward accepted and outward approved*

Lisa, sec Dave – carried

7.2 Minutes from previous meeting – 29 September 2022

- *Minutes accepted as a true and accurate record*

Bobbette – carried

8. Preparation for next meeting:

- Draft Budget preparation
- Draft strategic and annual plan 2023 prep

Next Meeting Date: Thursday 1 December 2022 at 4.30pm

Public meeting closed at 5:49pm and moved into Public Excluded Business