



Kaitaia Primary School

Kia Ngawari (Be Understanding)

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BOARD MEETING – 28th September 2022

Present: Brendon, Chantal, Ian, Haley, Rihanna, Rob, Melony

Apologies: Martha, Derek

Karakia: Brendon

Minutes of Previous Meeting

Minutes accepted as true and correct:

Moved: Haley **2nd:** Ian

Action Plan / Matters Arising-

- *Martha added macrons into the policies*
- *Ian to find out if they are doing any of the conferences for board training via online platforms.*

Correspondence -

Inward – NZSTA News August 2022

- *We have had board members in the past attend the NZSTA conferences, but no one will be attending this year due to it being next week.*
- *Ian has asked if they will do the conferences via online.*

Late correspondence:

1. Request from L. Dugmore for 2023
- *Louella Dugmore has requested that she comes back at 0.8 when she returns to work next year. Brendon will organize who the other teacher will be for the other day Louella won't be in.*

Motion that correspondence be accepted:

Moved: Rihanna **2nd:** Haley

Reports:

RTL B Cluster Managers Report – Rob MacDonald

- *The 29 staff that are employed by the RTL B have close to 04 schools each that they look after. These schools are based from Whangarei North including Dargaville.*
- *One of Rob's teams specialize in Kura Kaupapa & other Maori based schools. Where all their mahi is done in Te Reo Maori, following Maori protocols. Kura are less likely to request for behavior due to the different kaupapa they have around behavior. They have been able to use the IWS funding to help them where needed.*
- *We contribute more to the funds than we get.*

Motion that financial report be accepted.

Moved: Rob **2nd:** Ian

Finance:

- *We've spent nearly 70% of our budget. The quick ratio is above 01 and we're working at 01.4 so we are doing well.*
- *Working capital is that we should have money in the bank where we need it. Our working capital has been maintained yearly and we are sitting in a great position ready for the end of year payments.*
- *We set a budget last year where we started in deficit and opened up our new classrooms. We then got a lot of money coming in that we didn't expect but by July this year we were down to 70K from 120K.*
- *There will be some plans and recommendations ready to be brought to the November board meeting.*

Motion that financial report be accepted.

Moved: Rihanna

2nd: Haley

Principal (including Health Report NAG 5)

NAG 1 (CURRICULUM)

T4 Staff Meeting Plan 2022 – major events coming up in Term 4 (attached)

Commonwealth Games Planning (attached)

- *This has been great to have, watching our older students have responsibility to teach our younger students. Our older students did have their own day where they could play games that are not usually played in our normal Physical Education sessions in schools. (e.g. Hockey)*
- *EOTC/KOS Day Planning – T4 (attached).*
- *Bus Safety, Police, Fire Brigade have been organized to come in. Parents are open to not allowing their children to participate in Keeping Ourselves Safe if they feel like they would like to do their own conversations at home then we are open to that happening. Parents are welcome to come to the KOS hui tomorrow (29.09.22) to ask questions about the teaching.*

NAG 2 (SELF-REVIEW)

2023 Staffing Options + impact of Equity Index Resourcing

- *Brendon was really looking forward to the Equity Index Resourcing where he can share about the needs in the Far North. Where people who are not from up here have no idea of how things are dealt with (behavior needs).*

Notice for staffing and Funding was received on Thursday 22nd October.

KPS will have \$28 000 more in Ops grant funding than we did for in 2022.

- *But because we are 42 kids down we have lost 01 teachers for next year.*

KPS will have 1.0 less FTTE in 2023 than we had for 2022

SMT are currently working on 2023 budget, staffing options and class lists for 2023. Full details will be shared at our BOT meeting in November with recommendations.

- *We will have all information ready to be presented back to the board in the November meeting.*

NAG 3 (PERSONNEL)

We have 3 resignation letters from staff + one letter requesting a leave of absence for one year. I move that we go into committee to discuss these items further.

The KPS BOT moved into committee to discuss several personnel matters at 06:43pm

The KPS BOT moved out of committee at 06:54pm having discussed and resolved items tabled.

With extra IWS funding provided for a student in our Whare Manaaki room in the Senior School, I have employed an additional fixed-term Teacher Aide.

NAG 4 (FINANCE AND PROPERTY)

Our current school roll stands at 316 which is 43 less than this time last year. This remains an area of concern and I am expecting it will impact on our funding and staffing levels for 2023. The official notices for 2023 are due out on Friday 23rd September.

Asbestos removal from Room 17 is now completely done and the classroom is ready for internal upgrades to be done in order to have it reinstated as a classroom for our team from Blomfield Special School. MOE have notified me that the building has extensive repairs to be done to it for it to be worth them continuing with the remedial work on Room 17. I have been in discussion about this project with the MOE who are looking at long term options for Blomfield Special School. This may mean that they will not be on our school site and that we will get our 2 classrooms back, one of which still needs to be reinstated. The MOE are undecided about whether doing the internal upgrades to Room 17 is the best option.

- *They mentioned demolishing the whole classroom, but Brendon wasn't too keen on this due to it being right in the middle of the area where our students' playground is based.*

Schoolwide upgrades to lighting, RCD protection, ceiling insulation and acoustic paneling have been added to most areas throughout our school. Work from this MOE funded project - Nga Iti Kahurangi Project (Improving Classrooms)

- *Will be completed in the upcoming school holidays.*

The KPS BOT moved out of committee at 07:47pm having discussed and resolved the item tabled.

Meeting Closed at: *08:03pm*

Next Meeting: 23rd November