

KIMBOLTON SCHOOL BOARD OF TRUSTEES

MINUTES OF MEETING

Date:

10th February 2025

1. Present:

Greg Codyre, Wayne Jenkins, Kirsty Early, Josh Brennan, Sara Martin, Nat Masters, Fiona Quarrie and Judy Rush

Kirsty read a Karakia.

2. Apologies:

Nil.

3. Late Items:

Nil.

4. Minutes of the Previous Meeting:

Documentation: Minutes of the BOT meeting held on 2nd December 2024.

Recommendation: That the minutes of the meeting held on 2nd December, subject to amendments, be confirmed as a true and correct record.

MOVED: Wayne Jenkins

SECONDED: Josh Brennan

Carried.

5. Matters arising from the Minutes

The NZCT grant for the pool building was successful.

We are hoping the communication around cluster events is more clear now.

6. Principal's Report

Taken as read.

Statement of Variance - this has to be sent to the Ministry by 31st March each year.

Annual Plan - Greg explained about our two targets and why they were chosen. This does not have to be sent to the Ministry this year. Next year it will have to be. We will be implementing 'No Problem Maths.' The staff did a 6 hour PD course on this. Greg has asked the teachers to look at more educational learning outside the classroom this year.

Cultures and Identity - Greg intends to facilitate a whanau hui separately later this year.

Digital Competency Program - Greg to implement this.

Wellbeing Program - the teachers will be doing 4 zoom meetings to be qualified to teach this.

School Paddock - Greg discussed the possibility of planting the school paddock into pumpkins and either selling them or donating them to charity and doing lots of publicity. It was agreed to look into this further.

Staffing - Michael is working at 0.8 this term and Mel is 0.9

MOTION: That the Kimbolton School 2025 Annual Plan be accepted.

MOVED: Greg Codyre

SECONDED: Sara Martin

Carried.

Recommendation: That the Principal's report be received.

MOVED: Greg Codyre

SECONDED: Fiona Quarrie

Carried.

7. Presiding Members Report:

Taken as read -

Welcome to our new co-opted members and returning members for 2025. I hope you all had a good time over Christmas break.

Board Roles

With our new members we need to discuss portfolio allocations for the coming year. Also re-affirm the presiding member role in minutes for the coming year. This will then form the basis for a renewed contact list, and enable the updating of conflict-of-interest register, as well as reviewing Board code of conduct. The Code of conduct is then signed by each member.

Wayne asked whether there was anybody who would like to take on the position of Board Presiding Member? There was nobody other than Wayne who was interested in taking on this role.

Wayne asked if there were any objections to Sara taking on the Board Finance role? No objections.

We have the Bus and Health & Safety positions available. Nat will take on the bus position and Fiona will take on Health & Safety.

Conflict of Interest Register - this was presented to the new Board members for them to disclose any conflicts of interest.

MOTION: That Wayne Jenkins continue in the role of the Kimbolton School Board Presiding Member.

MOVED: Nat Masters

SECONDED: Sara Martin

Carried.

Board Elections

Below I have copied the approximate timeline stated in the presiding members report for 9/11/24. It is based loosely on the recommended timeline stated by STA for the conduct of board elections.

for this year -
election date

Estimated timeline
May - Fix

- Discuss Returning officer options for both parent and staff rep roles
- June - Appoint Returning officer
- Determine positions available
- Have promotion plan in place and begin action to engage community
- July - Introduction and training for Returning Officer
- Provide Returning Officer with NZSTA RO handbook
- Returning Officer closes main roll by 13th July
- Returning Officer calls for nominations by 15th July
- Count and discuss nominations
- Returning officers to check nominations are valid
- August - Returning officer issues voting papers by 10th August

- Review board induction programme
- September - Election day 17th September. Votes accepted up to 4pm this day
- Returning officer counts votes on 18th and declares result
- Board takes office Fri 19th September
- Presiding member makes sure everyone has completed an appendix 2

Key School Tasks

As mentioned in principals report

Swimming pool refurbishment

- New

Maths programme later in year

News From Te Whakaroputanga

- Principles of the treaty bill submission. They had over 1000 replies to their questionnaire.

Wayne voted on behalf of the Board for opposing the Principles of Treaty Bill Submission.

68% voted against opposing the bill, 22% voted for opposing the bill and 10% didn't vote.

As a Board under section 127a we still have to give effect to the treaty.

- Annual conference is to be held 10th – 13th July at Christchurch conference centre
- This incorporates the AGM on the 12th July

Recommendation: That the Presiding Member's Report be received.

MOVED: Wayne Jenkins

SECONDED: Kirsty Early

Carried.

8. Finance Report:

Account Balances -

Cheque Account - \$300,267.89

Construction Contract Retention -\$12,523.95

Van Account - \$7656.73

Cyclical Maintenance - \$26,730.04

Online Saver- \$16,396.90

There was no official report as this was Sara's first meeting as finance officer.

Greg would like to look into putting some of our funds into a term deposit to receive interest.

Recommendation: That the Finance Report and November Financials be received and accepted, and payments approved.

MOVED: Wayne Jenkins

SECONDED: Josh Brennan

Carried.

9. Property Report:

The trees by the pool need to be removed by March for the new pool building. Josh is looking into hiring a wood chipper. Greg will contact Tony McIntyre of Kimbolton Fire Brigade to see if they can drain the water from the pool.

Recommendation: That the Property Report be received.

MOVED: Josh Brennan

SECONDED: Sara Martin

Carried.

10. Bus Report

Bus Health & Safety reports were presented for December & January.

Hautapu Logging were contacted today to report a truck speeding through the Rangiwahia village while children were getting on the school bus. Dash cam footage was sent to Hautapu and the truck driver and all staff will be spoken to reminding them the school bus is using the same roads.

Recommendation: That the Bus Report be received.

MOVED: Wayne Jenkins

SECONDED: Josh Brennan

Carried.

11. Health & Safety Report

No report

12. General Business

Our caretaker has a knee injury so his wife is currently mowing the school lawns. The photos on the school website need to be updated.

MEETING CLOSED: 8.43pm

MOTION: That we move into Public Excluded

MOVED: Wayne Jenkins

SECONDED: Kirsty Early

13. Date of Next Meeting:

Monday 31st March 2025 at 7.00pm

Venue: Kimbolton School

Minute Secretary – Judy Rush

Signed _____

Date _____