

# CONFIRMED MINUTES

## STRATEGIC PLAN & BUDGET 2024



At the **TKHS Board of Trustees Meeting** on **26 Feb 2024** these minutes were **confirmed as presented**.

<b>Name:</b>	Te Kuiti High School
<b>Date:</b>	Monday, 12 February 2024
<b>Time:</b>	6:00 pm to 7:23 pm (NZDT)
<b>Location:</b>	Te Kuiti High School Boardroom, 21 Hospital Road, Te Kuiti 3910
<b>Board Members:</b>	Hilary Karaitiana (Chair), Alton Matthews, Avi Mudaliar, Gareth Williams, Marama Shearer, Nikki Taylor, Sarah McElroy
<b>Attendees:</b>	Lee Taylor

### 1. Opening Meeting

#### 1.1 Interests Register

### 2. Board Annual Work Plan

#### 2.1 TKHS 2024 Board of Trustees Work Plan

### 3. Major Decisions & Discussions

#### 3.1 Cellphone Policy



##### **Correspondence out to all parents, caregivers & community regarding the new cell phone rules**

*Resolution:* The Principal will send a message notifying all parents, caregivers and the community regarding the new cell phone rules.

*Presiding Member:* All in favour?

*Board Members:* Yes

**Decision Date:** 12 Feb 2024

**Mover:** Gareth Williams

**Seconder:** Hilary Karaitiana

**Outcome:** Approved

#### 3.2 Strategic Plan & Annual Plan

What does the Board need to keep doing? Has the School reviewed what worked/went well to get such good results?

- HOD action plans
- Departments doing their own analysis of variance on their own results
- Tracking & monitoring - such as targeting students who are close to achieving & utilising study periods to complete unfinished work which helped get them across the line

How does this get reported back to the Board? or track it from now until then?

- The Analysis of Variance - explains what we've got and what the differences are
- Principal Report - contains updates throughout the year (as per the Board Workplan)

The Board can make edits to the plan. The final plan will be submitted to the Ministry on 1st March 2024.



### TKHS Strategic Plan

**Motion:** That the Board approves the Te Kura Tuarua o Te Kuiti Strategic Plan Document 2024-2025 with the opportunity for the Board to give feedback by the 26th February 2024.

**Presiding Member:** All in favour?

**Board Members:** Yes

**Decision Date:** 12 Feb 2024  
**Mover:** Hilary Karaitiana  
**Seconder:** Sarah McElroy  
**Outcome:** Approved

## 3.3 2024 Budget

The School Business Manager will amend the Capital Expenditure Budget to remove the following items:

- CCTV & Access Control (utilise 10YPP funding)
- Waka Ama paddles & life jackets (apply for funding)



### 2024 Budget Approval

**Motion:** The Te Kuiti High School Board of Trustees approve the 2024 Budget with Capital Expenditure Budget amendments.

**Presiding Member:** All in favour?

**Board Members:** Yes

**Decision Date:** 12 Feb 2024  
**Mover:** Hilary Karaitiana  
**Seconder:** Alton Matthews  
**Outcome:** Approved

## 3.4 Property Update



### Water Leak Follow-up

Hilary will follow up with the MoE expert advice regarding excessive school water leaks.

Gareth will contact the council & discuss the last two years of water rates.

**Due Date:** 26 Feb 2024  
**Owner:** Hilary Karaitiana

## 4. Close Meeting

### 4.1 Close the meeting

**Next meeting:** No date for the next meeting has been set.

### Approved decisions made between meetings



#### **Budget Statements for the year ended 31 Dec 2023**

Kia ora Board,

The attached Budget Statements were prepared by our accountant (The School Office). They have stated that it requires Board approval.

If you have any questions, please let me know so that I can have Dan provide the answers.

Thanks

Lee

**7 Supported:** Alton Matthews , Avi Mudaliar , Gareth Williams , Jo Randle , Marama Shearer , Nikki Taylor , Sarah McElroy

**0 Opposed:**

**0 Abstained:**

**Decision Date:** 6 Dec 2023

**Outcome:** Approved

Signature: *H Karaitiana*

Date: 26-FEB-2024