

# CONFIRMED MINUTES

## BUDGET MEETING



At the **TKHS Board of Trustees Meeting** on **27 Feb 2023** these minutes were **confirmed as presented**.

<b>Name:</b>	Te Kuiti High School
<b>Date:</b>	Tuesday, 14 February 2023
<b>Time:</b>	6:00 pm to 7:00 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, Blake Matthews, Gareth Williams, Jo Randle, Marama Shearer, Nikki Taylor, Sarah McElroy
<b>Attendees:</b>	Lee Taylor

### 1. Opening Meeting

#### 1.1 Confirm Minutes

#### 1.2 Interests Register

### 2. Major Decisions and Discussions

#### 2.1 Budget

Presentation & The Budget 2023:

- Engagement and retention rates
  - Not a lot of data collected on positive things that have happened such as students into work etc. We need to obtain more data in this area
  - Re-classification of students - The Principal would like to address this later in the year. Why is this happening and is it having an effect?
- Data over the year regarding attendance
  - Regular attendance rates
- Progress with the junior achievement is positive - but there are still needs when addressing literacy and areas to work on
- Board funded position - link to the needs to accelerate learning and gain success at Year 11
- Overview of our curriculum and how it relates to the budget

- Three aspects - foundation/modules/hubs explained. Passion projects/interest to drive learning and linking into the values of the school (worked on by SLT, staff and curriculum review data)
- Had a really positive start to the year e.g. Mana Week, Student Choice via Hubs
- Is it for three year groups? No, all five year groups 9 to 13.
- Why would we have a target of 65%? Who set that? That's what the data was telling us that that is what we are likely to achieve.
- Changing mindsets around NCEA
- Engagement & Retention - How can we improve in that area to get better results for our students



### Budget 2023

**Motion:** It is the decision of the Board to approve the budget 2023. All Board members were in favour.

**Decision Date:** 14 Feb 2023  
**Mover:** Hilary Karaitiana  
**Seconder:** Jo Randle  
**Outcome:** Approved



### Review budget 2023

L Taylor to breakdown the Operational Grant figure and add further detail to the account column to the budget 2023 as discussed at the meeting.

**Due Date:** 14 Feb 2023  
**Owner:** Lee Taylor



### Quotes - Music Room

Recommend that we spend extra money and use the tagged funding for property to clad the two remaining sides of the music room that were untouched, including the two doors. Quotes pending.

**Due Date:** 27 Mar 2023  
**Owner:** Hilary Karaitiana

## 2.2 Year 9 Camp

- Corrections to the EOTC form have now been rectified by the Principal
- Any overnight camp is the Board responsibility and we need to know that all checks have been completed or that the EOTC form is fully completed before it is submitted to the Board
- Timeframes and that any visits that need to be made



### Year 9 Camp

**Motion:** The 2023 Year 9 camp has been approved by the Board of Trustees.

- The School will utilise the School Donations Scheme Funding to fully fund the camp.

Note: The Principal must consider how the rest of the School Donations Scheme funding it is going to be used/spread across all departments

**Decision Date:** 14 Feb 2023  
**Mover:** Hilary Karaitiana

**Seconded:** Nikki Taylor  
**Outcome:** Approved

## 2.3 Funding - Guest Speaker

## 2.4 Stadium/Gym Project



### Gym (Apollo's Contract Works) - Variations for Payment

Motion: The Board approves the payment of the following three Variations to Apollo's Contract Works:

1. First variation:
  - o External Sponsor Sign, internal sponsor signs and Eketone St entrance sign - Value \$11,817.53
2. Second variation:
  - o Ceiling light box seismic engineering design - value \$2,376.35 + GST
  - o Pou at building entrance - value \$13,932.06 + GST
  - o Window and door manifestations - value \$6,878.14 + GST
3. Third variation:
  - o Geotextile cloth for carpark civils - value \$23,592.67 + GST
  - o Kitchecn design changes - value \$11,403.20 + GST
  - o External main building sign - value \$13,200.53 + GST
  - o Light protection cages - value \$2,156.55 + GST
  - o Locker infill - value \$1,057.89 + GST
  - o Kitchen servery roller shutter door - value \$4,405.58 + GST

The Waitomo District Council proposes that the net costs of these variations are shared in accordance with the terms of the Development Agreement (clause 9.3).

The shared cost between the School & the Council 65:35.

**Decision Date:** 14 Feb 2023  
**Mover:** Hilary Karaitiana  
**Seconded:** Jo Randle  
**Outcome:** Approved

## 3. Close Meeting

### 3.1 Close the meeting

**Next meeting:** TKHS Board of Trustees Meeting - 27 Feb 2023, 6:00 pm

### Approved decisions made between meetings



#### New Laptops

Board approval required for purchase over \$10,000. Three quotes obtained. Further details in the attachment provided. Have not included the iPads in this request.

Motion for the Board to accept the quote (INV00008379) from Datatek of \$55,641.60 (laptops only).

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

**0 Opposed:**

**0 Abstained:**

**Decision Date:** 19 Dec 2022

**Outcome:** Approved

**Signature:** *H Karaitiana*

**Date:** 27 Feb 2023