

KIMBOLTON SCHOOL BOARD OF TRUSTEES

MINUTES OF MEETING

Date:

21st July 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

A letter from NZEI was received reminding school boards how much work that Principal's do. Wayne acknowledged the work Greg does.

4. Minutes of the Previous Meeting:

Documentation: Minutes of the BOT meeting held on 16th June 2025.

Recommendation: That the minutes of the meeting held on 16th June, subject to amendments, be confirmed as a true and correct record.

MOVED: Wayne Jenkins

SECONDED: Josh Brennan

Carried.

5. Matters arising from the Minutes

A meeting for our Maori community regarding the community consultation was held prior to the Board meeting tonight.

6. Principal's Report

Taken as read.

The attendance data for term 2 was presented. We had 48% of students attend school for 90% of the time. Our attendance was down due to the Chicken Pox virus which hit us last term. This was discussed and ways around trying to prevent children getting sick.

The council reported a 'work requirement notice.' This report stated the lock on the gate outside the swimming pool was not to code. The lock has now been removed.

RESOLUTION: That the 2025 financial balance sheet and cashflow budget be accepted

MOVED: Greg Codyre

SECONDED: Wayne Jenkins

Recommendation: That the Principal's report be received.

MOVED: Greg Codyre

SECONDED: Josh Brennan

Carried.

7. Presiding Members Report:

Taken as read -

Staffing

So far, the new teacher in Room 2 is fitting in well and Naomi is doing splendid work in a teacher aiding position.

BOT Elections

We are well on the way through this process with nominations coming in. It is pleasing to see all current members putting their hats in the ring to continue with making this school great. Well done to Judy for her work so far as nominations close on Aug 13th.

Community Consultation

This is now out for parents and caregivers to fill in and return. Hopefully we get a good response to aid our future planning. Part of this process has also involved reaching out to, and meeting with, Māori families to ensure equitable educational outcomes for all.

General

NZSBA is once again reminding us to keep an eye on staff and student welfare. This is not only at the school level in conjunction with principals, but also with the principals themselves. This can involve

- Having clear policies and procedures in place for safety and well being
- Having a designated person who is an approachable point of contact in a busy school environment and can offer guidance to staff on responsibilities and reporting requirements
- Building a strong school culture around prevention of harm, through staff PD, openness, and promotion of staff confidence

Red cards for ableism campaign. This is a programme from NZSBA to ensure all students with impairments have equal opportunities to do sport and physical activity. Resources are available online to help boards.

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

MOVED: Wayne Jenkins

SECONDED: Kirsty Early

Carried.

8. Finance Report:

Account Balances -

Cheque Account - \$276,102

Construction Contract Retention - \$7127

Van Account - \$7839

Cyclical Maintenance - \$27,150

Online Saver - \$16,461

For the month of June the deficit totals (\$8,379) compared with the budgeted deficit of (\$6,962). For the year to 30 June 2025 the surplus totals \$67,480 compared with the budgeted surplus of \$35,868. This is 50% of the way through the financial year, with 53% of

budgeted revenue received, and 47% of the budgeted expenditure spent. The school has a working capital of \$253,967 and total uncommitted funds of \$224,872.

Greg asked if the Board would be interested in finding somebody to paint the exterior of the roofs of the school and hall. It would prolong the life of the roofs. The Board agreed with this. Greg will look into it further.

Recommendation: That the Finance Report and June financials be received and accepted, and payments approved.

MOVED: Sara Martin

SECONDED: Fiona Quarrie

Carried.

9. Property Report:

Recommendation: That the Property Report be received.

The large trees have been removed and the firewood has also been taken away. Josh suggested that we could possibly remove another 7 or 8 over the summer. Greg will get a quote to remove more trees.

MOVED: Josh Brennan

SECONDED: Kirsty Early

Carried.

10. Bus Report

The Bus Health & Safety report was presented for June.

Naomi passed her annual driver's medical and Nat passed her Police Vet check.

Our term 3 school transport funding of \$32,822.73 has been received.

Our motor vehicle insurance policy will cover the full cost of \$746.48 for the replacement headlight on Naomi's bus.

Recommendation: That the Bus Report be received.

MOVED: Nat Masters

SECONDED: Kirsty Early

Carried.

11. Health & Safety Report

Nothing to report.

12. General Business

Nat questioned induction for new Board members. Were there any resources available?

Wayne said information was available on the School Trustees website.

Room 2 needs to be updated on the school website.

MEETING CLOSED: 8.00pm

13. Date of Next Meeting:

Monday 8th September 2025 at 7.00pm

Venue: Kimbolton School

Minute Secretary – Judy Rush

Signed_____

Date_____

