

KIMBOLTON SCHOOL BOARD OF TRUSTEES

MINUTES OF MEETING

Date:

23rd March 2026

1. Present:

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

Greg read a Karakia.

2. Apologies:

Nil.

3. Late Items

Nil

4. Minutes of the Previous Meeting:

Documentation: Minutes of the BOT meeting held on 16th February 2026.

Recommendation: That the minutes of the meeting held on 16th February 2026, subject to amendments, be confirmed as a true and correct record.

MOVED: Wayne Jenkins

SECONDED: Greg Codyre Carried.

5. Matters arising from the Minutes

No matters arising.

6. Principal's Report

Taken as read. Greg presented the following documents -

Room 1 and Room 2's camp budgets and itineraries. To reduce costs we will provide our own food rather than pay for catering.

Professional Growth Cycle - It is a common problem now for staff to want to communicate with principals after hours. Greg explained about the need to shut off from work/emails/messages between the hours of 5pm and 8am and how he is managing this. He is also taking a step back from his involvement with the KSSC. Kirsty will now be the liaison between the KSSC and the staff.

There have been two injuries since our last meeting. They were both genuine accidents not caused by any hazards.

The fire alarm went off due to the air fryer smoking, so we used it as a fire drill. We have since had all the appliances checked with 'Test & Tag.' The pie warmer cord failed but has since been fixed.

Attendance - At present we are sitting at 93% regular attendance, 7% worrying attendance. Greg priced a playground but it was very expensive. Greg and Wayne have devised a plan to clean up the original playground, perhaps remove the rocking log and put some junior specific play equipment in that space. The broken slide could be modified by replacing it with rungs for climbing. Greg will purchase some chemicals for cleaning the grime off the woodwork on the original playground.

MOTION: That the Room 1 and Room 2 camp itineraries and budgets be accepted.

MOVED: Greg Codyre
SECONDED: Wayne Jenkins Carried.

Recommendation: That the Principal's report be received.

MOVED: Greg Codyre
SECONDED: Kirsty Early Carried.

7. Presiding Members Report:

Taken as read -

Presiding Members Report 23/03/26

It has indeed been a fast start to the year with students participating in several cluster and wider sporting events. Kimbolton has occupied podium positions in most events, and in each instance, students have demonstrated the good behaviour and values we have come to expect. This is pleasing to see and shows how quality surpasses quantity when it comes to schooling.

NZSBA are having regional elections, the time frame for this is as follows

Nominations open Thursday 5 February 2026

Nominations close 1pm, Thursday 12 March 2026

Voting opens Thursday 19 March 2026

Voting closes 4pm, Thursday 23 April 2026

Results released 10am, Friday 24 April 2026

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

MOVED: Wayne Jenkins
SECONDED: Josh Brennan Carried.

8. Finance Report:

Account Balances:

Cheque Account - \$122,984

Construction Contract Retention - \$7,127

Online Saver \$44,184

Results for February 2026

For the month of February the deficit totals (\$449) compared with the budgeted deficit of (\$5,720). For the year to 28 February 2026 the surplus totals \$37,138 compared with the budgeted surplus of \$23,792. We are two months through the year or 17% through the annual budget. For the year to date 18% of the annual budgeted revenue has been received and 14% of the annual budgeted expenditure has been spent.

The school has a working capital of \$293,672 and total uncommitted funds of \$267,683.

Notes: The Van and Cyclical Maintenance accounts have been closed and the money transferred to the Online Saver account.

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

MOVED: Sara Martin
SECONDED: Nat Masters Carried.

9. Property Report:

Sarah talked to Dave about re-grassing the field but he was worried his tractor would rip up the turf too much. This was discussed and it was decided it would be best to spray the field first to kill everything and then re-grass with Dave Martin's tractor and drill. Fiona offered their tractor roller to roll the field afterwards. Hopefully this job will get done this week. The field will be out of bounds while the new grass germinates.

All 3 fireplace chimneys have been cleaned last week, along with the school house chimney. Nat asked for clarification on whether the KSSC needed to put money away for maintenance of the hall/library building? There has been confusion around this in the past, but as the Board purchased this building, the Ministry does not supply funding for the maintenance of it, therefore any maintenance needed on the hall/library must be at our own expense.

Recommendation: That the Property Report be accepted.

MOVED: Wayne Jenkins

SECONDED: Fiona Quarrie Carried.

10. Bus Report

The February Bus Health & Safety report was presented. There is still an area of Rangiwahia Rd where the speed limit is 30km and the road is very narrow at this section.

Recommendation: That the Bus Report be received.

MOVED: Nat Masters

SECONDED: Sara Martin Carried.

11. Health & Safety Report

The 2 x injuries were reported in the Principal's report.

There are no safety concerns.

MOTION: That the Health & Safety report be received.

MOVED: Fiona Quarrie

SECONDED: Sara Martin Carried.

12. General Business

No general business.

MEETING CLOSED: 8.15pm

13. Date of Next Meeting:

Monday 4th May 2026 at 7.00pm

Venue: Kimbolton School

Minute Secretary – Judy Rush

Signed _____

Date _____