

KIMBOLTON SCHOOL BOARD OF TRUSTEES

MINUTES OF MEETING

Date:

8th September 2025

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

2 x late items to be brought up in committee.

4. Minutes of the Previous Meeting:

Documentation: Minutes of the BOT meeting held on 21st July 2025.

Recommendation: That the minutes of the meeting held on 21st July, subject to amendments, be confirmed as a true and correct record.

MOVED: Wayne Jenkins

SECONDED: Sara Martin

Carried.

5. Matters arising from the Minutes

The Room 2 details need to be updated on the website.

6. Principal's Report

Taken as read.

Work continues on the planning for gifted children.

Annual Goal Updates - these were discussed.

Swimming Proposal - Sally Dodds has been asked to provide swimming lessons at school. She will be employed for 3 days per week and all students will get a minimum of 2 specialist sessions per week. Sally has also been employed for 5 hours per week to do after school care.

Audit Report - This year's report did not include the checklist of points brought up on the previous year's audit.

- The credit card comment was discussed and we have no concerns as although they weren't viewed, we keep all credit card receipts.
- We are confident we are transparent with our payroll systems.

School House hot water cylinder - we are awaiting 2 x quotes on replacing this.

Communicating about Injuries and Illness Policy - after a recent incident it was noted that the wording in our policy was somewhat ambiguous. It did not clearly mention when to call an ambulance. If we were not able to contact a parent/caregiver we need clarification on whether/when to call 111. After a lot of discussion it was decided that if a concussion takes place, an ambulance will be called.

Proposed 2026 school dates - The board approved the following dates -

Term 1: Tuesday 3rd Feb - Thursday 2nd April
Term 2: Monday 20th April - Friday 3rd July
Term 3: Monday 20th July - Friday 25th September
Term 4: Monday 12th October - Friday 11th December

Community Consultation - The board had looked over the results of the community consultation that Greg had presented. A strategy for our Year 7 & 8 students was discussed as this was something that was referred to in the consultation. Work is already underway with a meeting planned for parents to find out their expectations. Greg has been working on a description of what is already on offer for our Year 7 & 8 students. A bike track was mentioned more than once, also more swings.

MOTION: That the board approve to spend up to \$8000 to replace the hot water cylinder in the school house.

MOVED: Greg Codyre

SECONDED: Josh Brennan Carried.

MOTION: That the Year 1-3 trip to the Wellington Zoo be approved.

MOVED: Greg Codyre

SECONDED: Wayne Jenkins Carried.

Recommendation: That the Principal's report be received.

MOVED: Greg Codyre

SECONDED: Nat Masters Carried.

7. Presiding Members Report:

Taken as read -

Board Election

After any election the board must elect a Presiding Member. Regardless of whether that member is returning or new. I invite nominations.

Nomination: Wayne Jenkins

Nominated by: Nat Masters

Seconded by: Fiona Quarrie Carried.

Congratulations to you all on being re-elected to Kimbolton School Board of Trustees. It is pleasing that we have a core group of parents who are willing to give their time and energies to the good of the school. Some of the schools in more affluent areas of the district struggled to get enough nominees to fill required positions left vacant. One school, with two weeks out, only had one nominee to fill a board with seven positions. They proceeded to shoulder tap just enough people to join but then had an extra nominee which subsequently resulted in a full election process.

It is a shame that there have been a huge number of uncontested elections nationwide. One wonders whether the continual changes and constant experimental mindset of the whole education system is fatiguing a lot of parents. The school boards model has been around since the introduction of Tomorrow Schools in the early 1990's and along with this there have been more stringent changes to the Public Finance Act attributing more responsibilities to boards. In the busy modern world in which we live, today's generation may not want the

added stresses and complexities board roles apply.

The NZSBA is advertising on its website a Welcome on Board session. This is in the form of a webinar on Thursday 11th September at 7pm. I encourage you all to attend or to use any of the resources of the NZSBA website to upskill in any areas that you need help with.

All board members are happy to keep their current positions on the board.

Wayne thanked Judy for her work as returning officer for the Board Elections.

Policy Reviews

I wish to discuss the 'Managing Injuries and Illness' section as well as the 'Bullying and Harassment' section

Audit Report

Board discussion of red flag points and responses.

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

MOVED: Wayne Jenkins

SECONDED: Greg Codyre

Carried.

8. Finance Report:

Account Balances:

Cheque Account - \$245,124.00

Construction Contract Retention - \$7,127.00

Van Account - \$7,908.00

Cyclical Maintenance - \$27,275.00

Online Saver - \$16,476.00

For the month of July the surplus totals \$22,556 compared with the budgeted surplus of \$20,568. For the year to 30 July 2025 the surplus totals \$90,036 compared with the budgeted surplus of \$56,436. This is 58% of the way through the financial year, with 63% of budgeted revenue received, and 55% of the budgeted expenditure spent. The school has a working capital of \$280,409 and total uncommitted funds of \$250,793.

The KSSC have paid the Easter raffle money to the Board to go towards the recent year 4-8 camp.

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

MOVED: Sara Martin

SECONDED: Kirsty Early

Carried.

9. Property Report:

We are still awaiting a quote to remove more trees next to the road. This could be too expensive due to requiring traffic management for this job.

A working bee was discussed as our current caretaker is awaiting surgery. The board supported this idea but a date is yet to be decided.

Greg is trying to get hold of Tony Lancaster to cut back some more trees.

Recommendation: That the Property Report be received.

MOVED: Josh Brennan

SECONDED: Kirsty Early

Carried.

10. Bus Report

The Bus Health & Safety report was presented for July & August.

The latest school transport funding rates have increased slightly.
Naomi's bus is coming up to 10 years old, it needs to be replaced before it becomes 15 years old.

Fiona suggested we get an idea of future numbers of pre-schoolers in the Rangiwhia area.

Recommendation: That the Bus Report be received.

MOVED: Nat Masters

SECONDED: Greg Codyre Carried.

11. Health & Safety Report

This was covered under the Principal's report.

12. General Business

MEETING CLOSED: 9.20pm

MOTION: That we move into Public Excluded

MOVED: Wayne Jenkins

SECONDED: Josh Brennan Carried.

MEETING CLOSED: 10.25pm

13. Date of Next Meeting:

Monday 13th October 2025 at 7.00pm

Venue: Kimbolton School

Minute Secretary – Judy Rush

Signed_____

Date_____