

Kaitaia Intermediate School
BOT Meeting 22 October 2019 at 7:30 pm

Present: Kevin Matthews, Kelvin Horsford, Amy Bolstad, Wayne Lunjevich

BoT Secretary: Sheree Petch

Apologies: Diane Laurenson

Karakia: Wayne Lunjevich

Minutes: 17th September 2019 *Accepted as true and correct.*

Moved by Kelvin, Seconded by Wayne Carried

Matters to follow up from previous meeting:

- **Clearlite** Kelvin phoned another company from Whangarei regarding the new clearlite alternative product which is 2x the price of the current product and comes with a 20yr life span, no mesh and can walk on it.
- **Asphalt** quote for slope edges, not enough metres covered in quote. Hotmix strip to be placed Tech side for grates, awaiting price update and amendments to tender to reflect changes to certain areas

Motion: Kelvin moves a motion to accept Arcline's recommended tender to Far North Roding
Seconded by Kevin, Carried by All

- **Roofing** Jason King to return and correct butylene around fascia, discharge from hall from the butylene needs extending down to the guttering with 2x dispersers on it which was agreed to in the original discussions
- **Solar hot water system** installed over the school holidays, all happy campers

Inwards Correspondence: *(tabled)*

- **Education Gazette** Volume 98 Volume 17
- **Arcline**
 - price variation for seal slope to edges FNR \$925+GST
 - Asphalt & repairs project tenders FNR \$72,365.13, Robinson Asphalts \$94,750.00 plus GST
- **Kaitaia Civil Construction** quote Kitchener St carpark \$3,136.05 incl GST

Motion: the Board approves Kaitaia Civil Construction quote of \$3,136.05

Moved by Kelvin Seconded by Amy Carried

- **Tukutuku Korero** Volume 98 Number 16
- **Rogers & Rogers** quote to replace 180L solar water heating system \$10,556

Motion: E-mail 26th Sept motion from Diane to accept Rogers & Rogers quote of \$10,556.00 incl of GST for the replacement of the 180L solar hot water unit Seconded by Kevin, Carried by All

- **Activ Security** camera replacement quote from theft \$910.00 excl GST
- **STAnews** Issue: 296
- **Avail** Update from Kate - specialist reports to be completed end of October with an ILE meeting set late November
- **Colourplus** prepare & repaint Tech block \$22,687.20 incl GST
- **Oxford Sports Trust** Rm7&8 camp transport was successful \$2,000.00
- **Onsite Access** Quote for Tech block repaint, an addition to COlourplus quote to provide scaffolding across front with wide platform and roof edge, an addition of \$2,450.00. Total repaint cost of \$25,137.20

*Motion: the Board approves John Buck Colourplus Ltd Tech re-paint job a total of \$25,137.20
Moved by Kelvin Seconded by Kevin Carried*

- **BoT** prior leave request for November meeting *The Board accepts leave request*
- **MOE** Donations scheme opt-in confirmation

Outwards Correspondence:

- **Oxford Sports Trust**
 - accountability reports sent Rm7&8 camp accom \$11,040
 - Application for Rm7&8 camp transport \$2,000
 - Accountability documentation sent to Katrina Ponsonby to close
- **Four Winds** 90x Chromebooks accountability report closed 16th Oct
- **Commuter Tours** letter of support for their services they provide

Motion: Inwards correspondence accepted, outwards approved

Moved by Kevin Seconded by Amy Carried

Financial Report:

As at 30 September 2019 we have spent 75% of what was budgeted for the year
You have used 69% of your Salaries Budget for the year to date
This compares with 75% of the calendar year gone

Actual available funds as at 30 September \$384,606

Budgeted Available funds as at 30 September \$323,417

NB: items of significance

Income

- **0143** Staff banking year end wash-up YTD \$0, Budgeted \$1,000
- **0153** GSE-IRF YTD \$0, Budgeted \$7,000
- **0160** Misc Grants - Assistive technology YTD \$479, Budgeted \$20,000
- **0223** Fundraising Magazine YTD \$0, Budgeted \$800

- **0260** Ineligible Bus Pupils YTD \$487, Budget \$3,000
- **0295** Misc YTD \$52, Budgeted \$2,000
- **0331** KIS Netball offset fundraising code 0236

Expenditure

- **1165** *School Docs - moved and approves an overrun of \$1,617 for School Docs annual fee May meeting*
- **1481** Attendance assistant - *admin budget oversight as not connected to personnel*
- **2807** Annual 10YPP - Arcline project management charges for
 - \$1,550 courts/carpark upgrade
 - \$300 5YA amendment
- **2991** Cyclical Mtce Provision *Arcline's plan adjustments added*
- **3045** *CoL - ins/out offset code 0163*
- **3419** Disc. Anc. SES Funded \$23,488 - *offset with Spec Ed grants*
- **3721** *Furniture grant - \$799 under asset threshold Rm2&4 furniture (offset to C510)*
- **4901** *50th Reunion - bartender payment delay in receiving bank acc details for payment*

Financial Position

- **C510** *Rm2&4 furniture*
 - **C515** ICT Capital Purchases
 - \$16,478.22 offset Pub Charity grant 45x chromebooks
 - \$ 4,467.01 offset Crombie Lockwood Insurance claim
 - \$ 1,665.95 offset 3320 MLF carry over funds
 - \$ 1,034.00 offset C520 BoT laptop
- \$23,745.18** Total offset with external income

\$12,112.29 exp on actual code requests approved within budget
\$14,367.71 Total unspent in code C515

*Financial report accepted and accounts moved for payment, retrospective accounts moved & approved
 Moved by Kelvin, Seconded by Amy Carried*

Principal's Report:

- **Donations scheme** Opting in information, Boards have until 14th November
KIS motioned to opt-in to the Govt scheme 20th August meeting
- **Te Manawatahi Hub** meeting whanau @ KIS 14th November
- **Tech staffing** advert out for expressions of interest for 5th Tech programme teacher for 2020
- **WTE** facilitators met with lead teachers
- **Manaiakalani** meeting with parents and facilitators with pilot classes
- **Tech 2020** Pukemiro wanting to return to Tech
- **Child Flight** Chris Jordan sadly passed away, the Board sends their condolences to the whanau his services will be a huge loss for the community

- **Staff appreciation morning tea** Boards approves a \$200 overrun for a morning tea Dec 6th
- **Staff morale day** this being a social club funded event, agreed to have onsite or external clubs. No alcohol onsite already passed in previous Board meeting
- **Rm8** swimming pool initiatives investigated and put to the Board - *to arrange a meeting with Kelvin with a small group of spokes people from the group*
- **Far North Flash** Geraldine Leefe won the overall stage winner bringing home the yellow jersey

Kevin thanked Wayne for his report

In Committee: 9pm

Out of Committee:

Property Matters:

- **Kitchener St** new oven required
- **Tree** leaning over boundary fence - *get costs for traffic control*
- **Pool** Kevin to meet with Jamie in bringing it back

Meeting closed: **10 pm**

Next meeting: **19th November**

Certified as True and Correct

Signed:

Dated:

Kevin Matthews
Chairperson
Kaitaia Intermediate School