

**MINUTES OF KAPAKAPANUI SCHOOL  
BOARD OF TRUSTEES MEETING  
Monday 24 June at 6.20pm**

**Present**

Mike Roberts, Craig Vidulich, Lucy Tristram, Anna McKenzie Hawea, Kirsten Le Harivel, Meredith Pearson, Lisanne Templer

**Apologies**

Reti Kershaw-Hoeta, Rochelle Yarrall

**Guests**

Rochelle McKenzie, Michelle Whitaker

Opened meeting with a Karakia

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**DECISIONS**

**Sound System Grant Resolution**

Motion: To resolve the Principal can apply to Pelorus Trust for Soundfield systems for classrooms. Craig & Kirsten have authority to approve application

**Moved: Meredith                      Seconded: Anna**

**Sabbatical - Katy Harris**

Motion: Approve application for Katy Harris to apply for a sabbatical for one terms leave in 2025 to investigate, play based learning.

**Moved: Meredith                      Seconded Anna**

**BoT Absence**

Absent more than 3 meetings in a row

Apology to rest of board for not sharing Rochelle to be absent this meeting & prior Board is in agreement absence is Justified.

**Moved: Kristen                      Seconded: Anna**

**Move in Committee Suspension Minutes**

All members of the 'move in committee' to view

**Powhiri Attendance**

Roster provided for attendance

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**MONITORING**

**Mid Year Assessment Report**

Presented by Michelle & Rochelle

Reading - Tracking very similar to last year. boys/girls even

Writing - stronger in many children, boys stronger than previous

Maths - similar to last year, boys stronger, girls decrease (both slightly)

Overall tracking very similar

Attendance - similar

Truancy - gone to Te Kura

Lots more using steps web

Google read & write roll out July

3.5 years of tracking

House of Science - great feedback of Carol

Kahui Ako - all staff attended - great feedback

Ongoing: BSLA - all must be trained for year 3 structured literacy.

Keep tracking the ones below - 3.5 years of data

Keep working with Carol - house of science

## **PRINCIPALS REPORT**

Presented by Craig

Action: Strategic Plan - Kirsten to restructure/revamp it

MoE provides \$\$ for funded hours - still having to top up

Move: Kirsten                      Seconded: Mike

## **POLICY REVIEW**

Craig and Lucy - meeting Tuesday 25th June

## **FINANCE REPORT**

May 2024

Action: for Craig to check if budget activity expenses has been entered incorrectly in Xero.

Anna still to come in to do the Monthly Budget YTD

**Moved:** Meredith                      **Seconded:** Anna

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## **DISCUSSIONS**

**NZSTA - no interest - closed**

### **Property Plans**

Motion: Hall and toilet area, room 5/6/7 toilets, room 23 toilets, senior block toilets, big tree roots between senior block/rm7. Hall ramp/deck entrance. Driveway very dark, council or us?

Action: Craig to get clarification of Hall ramp/deck. Lights on driveway/footpath

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## **ADMINISTRATION**

### **MINUTES FROM LAST MEETING**

Minutes from the last meeting (21 May 2024) were accepted as a true record.

**Moved:** Kirsten

**Seconded:** Anna

### **MATTERS ARISING**

Attendance Data: to look at next meeting for Term 2.

CRTs: How they will be managed next year, increasing to 5 next year per term (4 next term) - operational item.

TA time: is there more time/need? Ideally need more. Craig check with Alison R - action

Higher percentage of children requiring TA in classes.

Kirsten: helping with writing group - funding provided - no conflict of interest.

### **AGENDA ITEMS FOR NEXT MEETING**

Building update

Attendance Data

### **NEXT MEETINGS SET**

Monday 12th August @ 6.15pm

Monday 16th September @ 6.15pm

Closed meeting with a Karakia

Meeting closed at 8.10pm

Signed   
Presiding Board Member  
(Kirsten Le Harivel)