



**MINUTES OF THE OPEN SECTION OF A MEETING OF THE
KAIKORAI VALLEY COLLEGE BOARD
HELD ON WEDNESDAY 25 JUNE 2025 AT 5.30PM**

PRESENT	Mark Rogers (Presiding Member), Jatin Bali, Tracy de Woeps, Scott Gordon, Maree Kleinlangevelsloo (by Google Meet)
APOLOGIES	Josh Hopping, Nicole Lowrey, Sarah Moreton
IN ATTENDANCE	Stewart Tagg (Assistant Principal), Daryll Hananeia (Special Needs Report), Katherine-Mary Molloy (Minute Taker)

1. SPECIAL NEEDS REPORT (Daryll Hananeia)

- 1.1. Mr Hananeia presented and commented on all the programmes and extracurricular activities in his PowerPoint report.

https://drive.google.com/file/d/1Ybd-_cVybnsl489Oi9FJKsMIRg6eVLB/view?usp=sharing

He also mentioned that students spend time on the Urban Farm once or twice a week, which they enjoy. They also love swimming. He said it is a vibrant and busy department. There are some challenges, but the majority of students are working well and independently. Staff are settled and are a very cohesive team. Mr Hananeia said he is very tired but engages in extracurricular activities to support his well-being. He said it has been a particularly challenging term. He will email the PowerPoint presentation to Ms Molloy to be uploaded to Google Docs.

Mr Rogers thanked Mr Hananeia for the excellent work he and his talented team do at the Brathwaite Centre.

Mr Hananeia left the meeting at 5.45pm

2. MENETI O TE HUI - MINUTES

The minutes of the OPEN part of the meeting held on 9 April 2025 were confirmed as a true and accurate record.

MOVED	Td	SECONDED	Scott Gordon
(All Aye)			

3. MATTERS ARISING:

- 3.1. (4.2) The International Department's terms of reference delegation will be discussed at the next meeting of the International Department. (Maree Kleinlangevelsloo)
- 3.2. (4.3) (Mr Rogers) will put the delegation's information into new folders.
- 3.3. (4.4) (Trustees) to email Mr. Rogers information they believe would be helpful to include in the new delegations' folders.
- 3.4. (7.4) (Mr Bali) will discuss the future of NCEA endorsements and unit standards with staff in Term 2 (3 now).

4. FINANCE

The March, April, and May finance reports were tabled, discussed, and accepted.

- 4.1. The Board ratified creditor payment of \$483,590.81 for the month of March 2025, payment of the accounts having been processed as per Board policy and procedures.

MOVED	Scott Gordon	SECONDED	Tracy de Woeps
(All Aye)			

- 4.2. The Board ratified creditor payment of \$442,396.41 for the month of April 2025, payment of the accounts having been processed as per Board policy and procedures.

MOVED	Scott Gordon	SECONDED	Tracy de Woeps
(All Aye)			

- 4.3. The Board ratified creditor payment of 416,976.95 for the month of May 2025, payment of the



accounts having been processed as per Board policy and procedures.

MOVED Mark Rogers **SECONDED** Scott Gordon

(All Aye)

4.4. Mr Bali will follow up with Mr Lee to ensure he knows to send out monthly reports to the Heads of Departments.

4.5. A significant number of staff have been off work due to illness, which has increased the relief costs.

5. MONITORING

5.1. Principal's and Attendance report (*tabled and accepted*)

5.1.1. It was noted that the attendance results were good. Mr Bali said there is pressure from the Ministry on staff to submit the daily data on time.

5.1.2. The Production was hugely successful. The arranged morning tea for staff had to be deferred as many of them were off work due to illness.

5.1.3. There has been a lot of work on PLD for staff so far in 2025.

5.1.4. Pastoral: The number of stand downs is down, but suspensions are up. The medium to low infractions are consistent, and there are not so many high-end issues.

5.2. Staff report (*tabled and accepted*)

5.3. Student report (*tabled and accepted*)

5.4. Health and Safety reports (*moved to In-Committee*)

5.5. Property report (*tabled and accepted*)

5.6. International report (*tabled and accepted*)

5.6.1. Mr Bali stated that networks are available for Mrs Potter, such as SIEBA and the Dunedin network, as well as Mr Chronican.

5.6.2. Mrs Potter will prepare a proposal for review of the International Committee, and Mrs Kleinlangevelsloo will present the proposal to the Board for approval. Mr Bali said there will be an external audit. This has been budgeted. The percentage of income the department must return to the school will be part of the audit.

6. CORRESPONDENCE

7. STRATEGIC FOCUS

7.1. 1. NCEA endorsements are increasing, with more Merit and Excellence endorsements. There will be a timetable review in Term 3. Once finalised, the Senior Leadership Team will review the courses offered. Next year, subject information will be more accessible to students for each course, and there will be improved oversight by the Senior Leadership Team to prevent surprises.

8. KAUPAPA HERE - POLICIES AND PROCEDURES

9. ANY OTHER BUSINESS

9.1. Mrs Potter's letter requesting permission to plan a trip to Japan for 2026, previously approved by email, was ratified.

MOVED Tracy de Woeps **SECONDED** Scott Gordon

(All Aye)

9.2. Trustee Elections - Appointment of My School Elections as the accredited electronic voting, previously approved by email, was ratified.

MOVED Mark Rogers **SECONDED** Tracy de Woeps

(All Aye)

Mr Rogers has received interest from two contacts via Mr Rodney Tate.

9.3. Formally accept the adoption of SchoolDocs policies.

MOVED Mark Rogers **SECONDED** Tracy de Woeps

(All Aye)

9.4. Ms Molloy was appointed as the returning officer for the 2025-2026 Student Election.

MOVED Tracy de Woeps **SECONDED** Scott Gordon

(All Aye)



9.5. Appoint a Deputy Presiding Member: Mr Gordon nominated Mrs de Woeps as Deputy Presiding Member. Mrs de Woeps was appointed as there were no further nominations.

MOVED Scott Gordon **SECONDED** Mark Rogers
(All Aye)

10. RAMS

10.1. The RAMS form for the Humanities Trip, previously approved by email, was ratified.

Mr Gordon recused himself as he has a child going on the trip.

MOVED Tracy de Woeps **SECONDED** Mark Rogers
(All Aye)

The OPEN session of the meeting ended at 6.22pm

DATE OF NEXT MEETING

29 July 2025

EXCLUSION OF THE PUBLIC

APPROVED a motion under Section 48 of the Local Government Official Information and Meetings Act 1987 that the public be excluded from the remaining parts of the proceedings of the meeting as set out in detail in the agenda.

(PRESIDING MEMBER)

(DATE)



KAIKORAI VALLEY COLLEGE

*He manu whai huruhuru
Opportunity and Success for All*