

# KAIKORAI VALLEY COLLEGE

## BOARD MINUTES



Board meeting held on  
Tuesday 25 November 2025 at 5.30pm in the staff workbay

### KAUPAPA - AGENDA

*Please advise the Presiding Member if you believe you have a conflict of interest with any agenda item. If you have any items for the agenda, please forward them to or notify the Presiding Member and Principal at least two days before the meeting.*

**KARAKIA:** Welcome

**PRESENT:** Mark Rogers, Jatin Bali, Bella Geekie, Scott Gordon, Aleisha Kirkman, Nicole Lowrey, Sarah Moreton, Glyn Rees, Iosia Siose, Jessie Turner

**APOLOGIES:** Janette Potter (Deputy Principal), Katherine-Mary Molloy (Minute Taker - excused)

#### IN ATTENDANCE:

*Observers are reminded that they are very welcome to stay for the entire open meeting, but do not have speaking rights unless they have approached the Board Presiding Member before the meeting about a specific matter they wish to address.*

1. Board Photo

2. Board walkaround

#### 3. MENETI O TE HUI - MINUTES

Minutes of the open section of the meeting held on Tuesday, 28 October 2025, confirmed.

Moved (Mark), Seconded (Jatin), all aye – Carried.

#### 4. KO NGA MEA E ARA AKE ANA - MATTERS ARISING

Student Report: Bella will send to Mark to upload to board Folders

#### 5. PŪTEA ME TE KAUTE – FINANCE (October)

- **Budget Overview:** The school is currently in a strong financial position with a **\$251,000 surplus**, largely attributed to the Operations Grant and the donation scheme.
- **Variances:**
  - **Sports:** \$6,000 deficit.
  - **Locally Raised Funds:** \$20,000 shortfall.
  - **International Program:** Achieved a \$10,000 saving by selecting a teacher based on cost-efficiency for the international trip.
- **Cash Flow & Audit:** \* Cash flow is sufficient to cover all staff holiday payments through year-end.
- The previous year's audit is complete; the next audit is scheduled for May 2026.
- **Investment Strategy:** The Board discussed moving toward term deposits that allow for quarterly drawdowns to better manage interest rate fluctuations.

- **Ratification of Payments:** The Board ratified payments totalling **\$599,563.93**.  
Approved

6. **NGA PŪONGO TŪNGA - MONITORING** (*no reports*)

7. **CORRESPONDENCE (C) AND PUBLICATIONS. (P)**

7.1. Incoming - and Outgoing -

8. **STRATEGIC FOCUS**

8.1. School tour - completed

9. **POLICIES AND PROCEDURES**

9.1. Feedback was noted regarding the practical application of Health & Safety within the school, which had been forwarded to the SLT

9.2. Board members reminded to provide feedback on policy reviews via school docs

10. **ANY OTHER BUSINESS**

10.1. Committee Meeting Dates for 2026

10.2. Reminder to Committee Chairs to liaise with groups and plan their meetings for 2026.

10.3. School-Based Immunisation Programme (Changes to Delivery) Health NZ

10.4. The school-based immunisation plan letter was noted and classified as a management issue rather than a governance one.

10.5. Board communication:

To improve efficiency for meeting reminders and urgent discipline notifications, the Board agreed to move communication to a **WhatsApp group**.

11. **DATE OF NEXT MEETING** – Tuesday 24 February 2026

Action Item	Assigned To
Draft newsletter statement on Treaty commitment & student achievement	Jatin
Setup and manage Board WhatsApp group	Jatin, Mark & Katherine-Mary
Discuss Board Chair succession planning	Mark & Sarah
Locate and circulate the pending Student Report	Bella & Mark
Explore quarterly drawdown options for term deposits	Mark & Scott
Set 2026 Committee Meeting dates	Committee chairs