

CONFIRMED MINUTES

HKS BOARD OF TRUSTEES MEETING - MAY



At the **HKS Board of Trustees Meeting - July** on **21 Jul 2025** these minutes were **confirmed as presented**.

Name:	Hare Krishna School
Date:	Monday, 26 May 2025
Time:	6:00 pm to 7:20 pm (NZST)
Location:	Default Location, 1229 Coatesville Riverhead Highway, Kumeū, New Zealand
Board Members:	Amrta Pani Duchon, Carl Becker, Chirag Ahuja, Dharma-setu Das, Madhu puri (Jessie Christy), Kalasamvara Das, Kranthi Thadugoni, Mr Krsna Das, Nrtya Gopal Krsna Das
Apologies:	Yamuna Marshall

1. Opening Meeting

1.1 Opening Prayers

1.2 Apologies

Apologies received from Yamuna

1.3 Confirm Minutes

HKS Board of Trustees Meeting 7 Apr 2025, the minutes were confirmed as presented.



April minutes approved.

April minutes approved.

Decision Date:	26 May 2025
Mover:	Dharma-setu Das
Seconder:	Mr Krsna Das
Outcome:	Approved

1.4 Matters Arising From Minutes

1.5 Correspondence - Inward and Outward

Email sent to the BoT regarding an individual enrolment. Noted that this is an operational matter and outside the scope of board governance

1.6 Approve Agenda

2. Actions from Previous Meetings

2.1 Action List

Due Date	Action Title	Owner(s)
14 Oct 2024	MOU Between BoT and BoP - Status: Not Started	Mr Krsna Das
21 Jul 2025	Hare Krishna School Justified Absence Policy for Vedic Religious Observance Status: Completed on 21 Jul 2025	Dharma-setu Das, Nrtya Gopal Krsna Das

3. Presiding Member Update

3.1 Presiding Member Update

4. Principals Report

4.1 Strategic Plan 2025

Strategic Goals:

- Krishna Bhakti
 - Religious studies course is being delivered.
 - 2 books have been published by the religious studies teacher. Books are available on Amazon.
- Learning
 - Curriculum development is focused on the NZ Curriculum refresh.
 - HKS is recognised NZQA Centre - exams can be run onsite. Exams ran last week. Overall students are passing their NCEA courses.
 - Additional technological and staffing resource are required to carry out exams.
- Community
 - Attendance has been focus
 - Administrative reorganisation resulting in dedicated attendance staff.
 - Improved communication overtime with parents.
 - Changes has resulted in an improvement in attendance.
 - Still below Govt expectations of 90%.
 - Lack of MoE CoC approval has impacted on enrolments.
 - Looking to implement contingency plans.
 - Carl has sent follow up emails to the MoE and will send another email tomorrow.
 - Need more information before we can send communications to the community.

Risk management and compliance:

- Staff stress was noted twice in the report. This is related to growth with staff picking up additional task. Addressing this by reallocating/distributing tasks.
- New staff are required for support and administrative staff but hiring new staff is restricted by funding so looking to distribute tasks.
- Recognise that the Principal is also under a significant amount of work and stress. Principal is supported by the 2 Deputy Principals.
- Suggestion to do a recognition event for staff.

Year 0 class - No year 0 class. Considered in the past but decided to offer year 1 class that begins at the start of the year. Currently no resource capacity for year 0.



Staff recognition board morning tea

Principal to look into setting up a date for morning tea for board to recognise staff.

Due Date: 21 Jul 2025
Owner: Dharma-setu Das

5. Policy Review

5.1 Term 2 Policy Review Update

- Special Character attendance has been sent to school docs who have added it to our attendance policy.
- Met with Attendance West (MoE representative). Suggested that some be reclassified as 'board approved present' instead of Justified absence.
- Next step is to review and bring to policy committee

6. Finance

6.1 Finance Report

- Break even end of April
- Revenue on track
- Learning Resources and property higher than expected
- Pressures on finances.
- Working capital is lower than budget but higher than last year.

6.2 Approval of 2024 Financial statements



Approval of 2024 Financial statements

Board adopts the 2024 Financial statements and approves the signing of the letter of representation.

Decision Date: 26 May 2025
Mover: Kalasamvara Das
Seconded: Dharma-setu Das
Outcome: Approved

- Audit Complete and expecting the auditors to issue a clean audit opinion.
- The board thanks management for preparing the financial statements and maintaining good processes and accounting systems.

7. Property Matters if Any

7.1 Proprietor

- Looking at buying new classrooms from Keith Hay Homes under a payment plans. Waiting on response from builder.

7.2 Management

8. Board Professional Development

9. Notified General Business

9.1 Any other business/items

Board minutes - To publish on website. Admin to look at obtaining PDFs and loading on website.



Board minutes

Amrta Pani Mataji to work with Gandharvika Mataji to obtain PDF of minutes and publish these on our website

Due Date: 21 Jul 2025

Owner: Amrta Pani Duchon

Student injury/ health and safety - board is not required to be notified under current policy.

PTA

- PTA want to reintroduce breakfast to the children. This has been raised with management. Surveys have been sent out to obtain input from the community to help make a decision but there was a low response rate. Survey recent. Also need to consider resource constraints - both staffing and physical location. Will need additional staff and school hall.
- PTA want to hold a fun fair/Gala. This will require support from the school. Need more information from the PTA on support required. PTA to meet with the Principal.

10. Meeting Close

10.1 Next Meeting

Next meeting: HKS Board of Trustees Meeting - July - 21 Jul 2025, 6:00 pm

New Actions raised in this meeting

Item	Action Title	Owner(s)
4.1	Staff recognition board morning tea Due Date: 21 Jul 2025	Dharma-setu Das

Item	Action Title	Owner(s)
9.1	Board minutes Due Date: 21 Jul 2025	Amrta Pani Duchon

Signature: _____

Date: _____