

# BOARD OF TRUSTEES MEETING AGENDA

Thursday 24 September 2022 5.30 pm  
International Room, Nayland College

<b>Members:</b>	Daniel Wilson (Principal), Hannah Banks (Associate Principal), Lee Corlett, Isaac Carnegie Glen Heke, Diane Strong, Ross Gerritsen (Staff Trustee), Astrid Sayer (Student Trustee)
<b>Non-member:</b>	Kathy Sherwood (Board Secretary)

No	Topic	Action	
	<b>Welcome</b>		
1.	<b>Administration:</b>  <b>Karakia timatanga – Opening</b> E te hui Whāia te mātauranga kia mārama Kia whai take ngā mahi katoa Tū māia, tū kaha Aroha atu, aroha mai Tātou i a tātou katoa	<b>Karakia Translation</b> For this gathering Seek knowledge for understanding Have purpose in all that you do Stand tall, be strong Let us show respect for each other	All
2.	<b>Board Membership</b> <ul style="list-style-type: none"> <li>• Welcome to all and especially to new trustees – Glen Heke, Diane Strong, Ross Gerritsen</li> <li>• Election of Presiding Member (chaired by Principal), Deputy Presiding Member, Finance Committee membership</li> <li>• Composition of the Board</li> </ul>	Principal, Chair	
3.	<b>Presentations to the Board</b>  Presentation by Dion Laing of Ngāti Koata		
4.	<b>Open Section</b> <ul style="list-style-type: none"> <li>• Present / Apologies</li> <li>• Workplan</li> <li>• Declaration of Interest (Conflict &amp; Pecuniary)               <ul style="list-style-type: none"> <li>○ New declarations to be notified to the secretary</li> </ul> </li> <li>• Previous Minutes 24 August 2022                Corrections / amendments / matters arising</li> </ul>	Principal, Chair	

	<ul style="list-style-type: none"> <li>• Correspondence</li> </ul> <p style="margin-left: 40px;"><b>Inwards</b> Reduction of school year for emergency closure</p> <p style="margin-left: 40px;"><b>Outwards</b></p>	
5.	<p><b>Committee Reports:</b></p> <p><b>Finance &amp; Property Committee</b></p> <ul style="list-style-type: none"> <li>• Finance &amp; Property Draft Minutes 15 August 2022</li> </ul> <p>The recommendation of the Finance &amp; Property Committee that the following be approved:</p> <ul style="list-style-type: none"> <li>• The acceptance of the August Finance Report</li> <li>• Board expenses for August</li> <li>• Budgeted statement of financial position</li> <li>• Budgeted statement of cash flow</li> <li>• Additional CAPEX request for approval</li> </ul> <p><b>Other Business</b></p> <p><b>Grant Applications</b></p> <ul style="list-style-type: none"> <li>• Nil</li> </ul>	Principal
6.	<p><b>Principal's Management Report</b></p> <ul style="list-style-type: none"> <li>○ Welcome to new board members</li> <li>○ School closure during flooding event</li> <li>○ Assurances</li> <li>○ Senior student tracking data</li> <li>○ Enrolment ballot</li> <li>○ Youth Nelson Term 2 Report</li> <li>○ International students</li> <li>○ Education New Zealand</li> <li>○ Strategic Plan monitoring</li> </ul>	Principal

7.	<p><b>Governance / General Matters</b></p> <ul style="list-style-type: none"> <li>• Policies for review in Term 3 <ul style="list-style-type: none"> <li><b>Student Wellbeing and Safety</b> <ul style="list-style-type: none"> <li>○ Child Protection</li> <li>○ Sun Protection</li> </ul> </li> <li><b>Staff Wellbeing and Safety</b> <ul style="list-style-type: none"> <li>○ Harassment</li> </ul> </li> </ul> </li> </ul> <p>Feedback due by Friday 23 September by visiting the SchoolDocs website: Username – nayland, Password – kuaka.</p>	Board
8.	<p><b>PUBLIC EXCLUDED SECTION:</b> (Confidential Minutes maintained separately)</p> <ul style="list-style-type: none"> <li>• Motion to enter public excluded section (required)</li> </ul>	Chair
9.	<p><b>General Business &amp; Items for Next meeting</b></p>	All
10.	<p><b>Meeting Closure:</b></p> <ul style="list-style-type: none"> <li>• Preparation required for next meeting</li> </ul> <p><b>Karakia Whakamutunga – Closing Karakia</b> Kua mutu a mātou mahi mo tēnei wā Manaakitia mai mātou katoa O mātou hoa O mātou whānau Aio ki te Aorangi</p>	<p>Principal Chair</p> <p>All</p>