

BOARD OF TRUSTEES MEETING AGENDA

Wednesday 23 November 2022 5.30 pm
International Classroom, Nayland College

Members:	Daniel Wilson (Principal), Hannah Banks (Associate Principal), Lee Corlett (Presiding Member), Isaac Carnegie Glen Heke, Diane Strong, Rachel Robinson, Ross Gerritsen (Staff Trustee), Zachary Leighton (Student Trustee)
Non-member:	Kathy Sherwood (Board Secretary)

No	Topic	Action	
	Welcome		
1.	Administration: Karakia timatanga – Opening 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	Karakia Translation 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.	Board Membership <ul style="list-style-type: none"> • Welcome • Thank you and farewell to Astrid 	Presiding Member	
3.	Presentations to the Board Nil		
4.	Open Section <ul style="list-style-type: none"> • Present / Apologies • Workplan • Declaration of Interest (Conflict & Pecuniary) <ul style="list-style-type: none"> ○ New declarations to be notified to the secretary • Previous Minutes 26 October 2022 Corrections / amendments / matters arising • Correspondence <ul style="list-style-type: none"> Inwards Outwards 	Principal, Presiding Member	

5.	<p>Committee Reports:</p> <p>Finance & Property Committee</p> <ul style="list-style-type: none"> • Finance & Property draft minutes 14 November 2022 <p>The recommendation of the Finance & Property Committee that the following be approved:</p> <ul style="list-style-type: none"> • The acceptance of the October Finance Report • Board expenses for October • Cyclical Maintenance Plan <p>Other Business</p> <p>Grant Applications</p>	Principal, Finance Manager
6.	<p>Principal's Management Report</p> <ul style="list-style-type: none"> ○ Strategic Plan monitoring ○ Student Successes ○ Junior Student Achievement ○ Youth Nelson Term 3 Management Report (attached) ○ Top of the South Trades Academy Manager's Report_November 2022 	Principal
7.	<p>Governance / General Matters</p> <ul style="list-style-type: none"> • Policies for review in Term 4: <ul style="list-style-type: none"> ○ Health, Safety and Welfare Policy ○ Alcohol/Drugs and Other Harmful Substances <p>Feedback by Friday 9 December by visiting the SchoolDocs website: Username – nayland, Password – kuaka.</p>	Board
8.	<p>PUBLIC EXCLUDED SECTION: (Confidential Minutes maintained separately)</p> <ul style="list-style-type: none"> • Motion to enter public excluded section (required) 	Presiding Member
9.	<p>General Business & Items for Next meeting</p>	All

10.	<p>Meeting Closure:</p> <ul style="list-style-type: none"> • Preparation required for next meeting <p>Karakia Whakamutunga – Closing Karakia</p> <p>Kua mutu a mātou mahi mo tēnei wā Manaakitia mai mātou katoa O mātou hoa O mātou whānau Aio ki te Aorangi</p>	<p>Karakia Translation</p> <p>Our work has finished for the moment Bless us all Our colleagues, our families Peace to the universe</p>	<p>Principal Presiding Member</p> <p>All</p>
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