
MINUTES



BOARD OF TRUSTEES MEETING

8 February 2023

Meeting held in Te Puna Manako
Commenced: 5:30 pm

Present: Daniel Wilson (Principal), Lee Corlett, Isaac Carnegie, Rachel Robinson, Glen Heke, Zachary Leighton (Student Trustee), Ross Gerritsen (Staff Trustee), Kathy Sherwood (Board Secretary)

Apology: Hannah Banks (Associate Principal), Diane Strong

1. WELCOME

Daniel welcomed board members back for 2023 and began the meeting with a tour of the newly refurbished Block 3.

The purpose of this meeting was primarily to receive a report from the Principal, to elect relevant officers and to set the scene for the year.

2. ELECTION OF OFFICERS

Election of the Presiding Member was led by Daniel Wilson.

Presiding Member

Nominated: Rachel Robinson (by Daniel Wilson)
Seconded: Glen Heke
Carried: Unanimous

Rachel Robinson then took over the Chair and Lee Corlett was thanked for his time and contribution in the role.

Deputy Presiding Member

Nominated: Isaac Carnegie (by Lee Corlett)
Seconded: Glen Heke
Carried: Unanimous

Finance Committee

Finance & Property Chair

Nominated: Lee Corlett (by Daniel Wilson)
Seconded: Isaac Carnegie
Carried: Unanimous

Finance Committee Members

Lee Corlett
Rachel Robinson
Diane Strong

It was noted that other board members are welcome to attend Finance & Property meetings should they wish to.

3. OPEN SECTION

Declaration of Interest

There were no new declarations of conflict or pecuniary interest.

Amendments to Contact Details

No changes to contact details were notified.

2023 Meeting Schedule

Members confirmed the 2023 Meeting Schedule as circulated without change.

4. PRINCIPAL'S MANAGEMENT REPORT

The Principal's report was taken as read.

Start of the year

- It has been a pleasingly settled start to the new school year. Factors contributing to this include:
 - Availability of all teaching spaces including the newly refurbished Block 3.
 - A return to normality including no requirement to wear masks and the ability to hold year-level and waka assemblies.
 - Ability to schedule large school events such as Waka Day, Y13 Leadership Camp.

Scholarships

- 2022 Scholarship exam results were excellent with a total 18 scholarships, two of which were Outstanding (ie in the top 1% of the country).
- 7 of the scholarships were from the Arts.
- Successful students will be invited to a congratulatory morning tea with the staff..
- The board wish to acknowledge the work of learning areas in preparing students for these exams by sending letters to the relevant HOLAs.

School roll

- Currently sitting at approximately 1500 including international students.
- This is the same as for 2022 but with 6 fewer teachers.
- The enrolment zone has arrested the upward trajectory of student numbers; this will become particularly significant when students in the current very large Year 11 group exit the school.

Finance results for 2022

- A \$270K deficit was budgeted so it was pleasing to finish the year with a \$200K surplus.
- The working capital is now where it should be so the board should be able to consider major projects for improvement if this continues into the future.

2022 NCEA results

- There was a nation-wide drop in results due to high student and staff absences and the consequent loss of continuity of learning.
- Level 2 results were particularly pleasing and showed good gains; 96% of students leave the school with Level 2. Nayland College is the strongest school in the region at this level.
- Level 1 & 3 results were good under the circumstances.

- UE results were down for a combination of reasons including criteria returning to pre-covid normal, many students not entered in a full UE programme of study and non-attendance or mental health issues.
- Endorsements were particularly pleasing at Level 1 with over 50% gaining Merit or Excellence endorsement. It is not seen as a priority for the majority of students at Levels 2 and 3 who are satisfied to simply achieve the relevant certificate. Work is being done to try to change this culture.
- Girls outperformed boys at all levels.
- Māori achievement is similar to 2021 and in line with national trends. Our Māori students are achieving well when compared with low national averages at Levels 2 & 3. Māori achievement will need to continue to be a priority.
- Poor attendance meant that some planned internal standards were not offered and were replaced with external standards. This had impact as results tend to be lower in external assessment and many students chose not to sit the exams. They have become savvy at counting credits and working to a minimum requirement.
- Nayland College continues to do well in comparison with other co-ed and decile 6 schools, and with other local colleges.

Actions

- SLT line leaders will be having conversations with HOLAs early in Term 1 about subjects where many students achieve less than 14 credits to determine how this will be addressed. There is an expectation that all standards are reviewed to ensure they meet student needs.
- Staff are preparing for the new NCEA standards and changes to literacy, numeracy and Matauranga Māori requirements.
- Catch-up school will be incorporated into senior electives and learning time protected.

Resolution:

That the Principal's Report be adopted

Moved: Daniel Wilson
 Seconded: Lee Corlett
 Carried: Unanimous

5. PUBLIC EXCLUDED SECTION

Public Excluded Section commenced at 6:32 pm

*Motion that the public be excluded from the following parts of the proceedings of this meeting, namely, Public Excluded Section-Staffing to protect the privacy of natural persons under section 48(1) of the Local Government Official Information & Meetings Act 1987.**

Moved: Isaac Carnegie
 Seconded: Lee Corlett
 Carried: Unanimous

Moved out of Public Excluded Section at 6:44 pm

6. GENERAL BUSINESS

PPTA notice of strike action

- The PPTA has advised that its members will not cover internal relief while pay negotiations continue. This does not affect supervision of students and has little impact at Nayland College as staff are seldom used to cover classes.

HOLA reports to the board

- The format of these has been simplified to allow for more interactive reporting and the opportunity for board members to ask questions.
- A full report will still be made to SLT line leaders.


ITEMS FOR NEXT MEETING

Action	Person Responsible	Due Date
Send calendar invites for meetings	Secretary	February 2023
Send out link to karakia and invite Bruno Watkins to the next meeting to work on this with members	Principal, Secretary	February 2023
Initiate workplan topics/schedule for 2023	Presiding Member, Principal	February 2023
Letters of appreciation to relevant HOLAs for scholarship results	Presiding Member, Secretary	February 2023

7. MEETING CLOSED

Meeting closed: 6:58 pm

Signed:


 Rachel Robinson (Presiding Member)

1-3-23
 Dated

8 Feb	1 Mar	29 Mar	24 May	28 Jun	23 Aug	20 Sep	25 Oct	22 Nov
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