

# BOARD OF TRUSTEES MEETING AGENDA

Wednesday 26 June 2024 5.30 pm  
Nayland College Staffroom



**Members:** Rachel Robinson (Presiding Member), Isaac Carnegie, Glen Heke, Jodie Colvin, Maxine Noar, Ross Gerritsen (Staff Member), Finn Kerby-Pinguet (Student Member), Hannah Banks (Acting Principal)

**Apologies:** Diane Strong

**Non-member:** Kathy Sherwood (Board Secretary)

No	Topic	Action	
1.	<b>Whakataka te hau – Opening</b>  Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tihei mauri ora!	<b>Karakia Translation</b>  Cease the winds from the west Cease the winds from the south Let the breeze flow over the land Let the breeze flow over the ocean Let us show respect for each other Let the red-tipped dawn come with a sharpened air A touch of frost and a promise of a glorious day	All
2.	<b>Presentations to the Board</b>  • Nil		
4.	<b>Open Section</b> <ul style="list-style-type: none"><li>• Welcome</li><li>• Present / Apologies</li><li>• Workplan June 2024<ul style="list-style-type: none"><li>○ Proposed date for Strategic Planning meeting 11 September with Kurahaupō PD to start the meeting</li></ul></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 29 May 2024</li></ul> <p>Corrections / amendments / matters arising</p> <b>Correspondence</b> <ul style="list-style-type: none"><li>• Inwards</li><li>• Outwards</li></ul>	Presiding Member, Principal	

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 17 June 2024</li> </ul> <p>The recommendation of the Finance &amp; Property Committee that the following be approved:</p> <ul style="list-style-type: none"> <li>• Acceptance of the May 2024 Finance Report</li> <li>• Board expenses for May 2024</li> </ul> <p><b>Grant Applications</b></p> <ul style="list-style-type: none"> <li>• Resolution that a request be made to Lion Foundation for funding of up to \$19,746.09 for the KBB music trip has been approved electronically</li> </ul> <p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>• Request for funding for the Celestielle trip to Singapore and Cambodia</li> </ul>	Principal, Finance Chair
6.	<p><b>Principal's Management Report</b></p> <ul style="list-style-type: none"> <li>○ General</li> <li>○ NCEA and Curriculum</li> <li>○ Maitai Satellite Project</li> <li>○ Grant Application Procedure</li> <li>○ Youth Nelson Management Contract</li> <li>○ Regionally Allocated Professional Development</li> <li>○ Strategic Planning</li> <li>○ Pastoral Update</li> <li>○ Principal's Appraisal and Performance</li> <li>○ Board Assurances</li> <li>○ Annual Plan Update</li> <li>○ Recent Staffing Changes</li> </ul>	Principal
7.	<p><b>Governance / General Matters</b></p> <ul style="list-style-type: none"> <li>• Amendment to the 2024 Reserve Powers and Delegations Schedule</li> <li>• The policy for review in Term 2 is the Employer Responsibility Policy: <ul style="list-style-type: none"> <li>○ Employer Responsibility Policy (Board review)</li> <li>○ Appointment Procedure (Board review)</li> <li>○ Equal Employment Opportunities</li> <li>○ Teacher Relief Cover</li> <li>○ Safety Checking (Board review)</li> <li>○ Police Vetting</li> <li>○ Classroom Release Time / Timetable</li> </ul> </li> </ul>	Board

	<p>Feedback by Friday 5 July by visiting the SchoolDocs website: Username – nayland, Password – kuaka</p> <ul style="list-style-type: none"> <li>• June advisory (for your information)</li> </ul> <p>Please note the following updates:</p> <ul style="list-style-type: none"> <li>○ Bullying and Harassment</li> <li>○ Concerns and Complaints</li> <li>○ Student Attendance</li> <li>○ Curriculum and Student Achievement Policy</li> <li>○ Official Information and Copyright</li> </ul>		
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>	Presiding Member	
9.	<p><b>General Business &amp; Items for Next meeting</b></p> <ul style="list-style-type: none"> <li>• EOTC</li> <li>• Youth Nelson Management Report_Term One 2024</li> <li>• World Challenge trip to Sri Lanka September 2025</li> </ul>	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> Kia whakairia te tapu Kia wātea ai te ara Kia turuki whakataha ai Kia turuki whakataha ai Haumi e, Hui e, Taiki e!</p>	<p><b>Karakia Translation</b></p> <p>Restrictions are moved aside so that the path is clear <b>To return to everyday activities</b> Enriched and unified</p>	<p>Presiding Member</p> <p>All</p>