

BOARD OF TRUSTEES MEETING AGENDA

Wednesday 28 August 2024 5.30 pm
Nayland College Staffroom



Members: Rachel Robinson (Presiding Member), Isaac Carnegie, Glen Heke, Jodie Colvin, Maxine Noar, Diane Strong, Ross Gerritsen (Staff Member), Hannah Banks (Acting Principal)

Apologies:

Non-member: Kathy Sherwood (Board Secretary)

No	Topic	Action	
1.	Whakataka te hau – Opening 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!	Karakia Translation 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.	Presentations to the Board <ul style="list-style-type: none">Sustainability Report (possible student presentation to be confirmed)		
4.	Open Section <ul style="list-style-type: none">WelcomePresent / ApologiesWorkplan August 2024<ul style="list-style-type: none">2024 Handbook (in separate email)Declaration of Interest (Conflict & Pecuniary)<ul style="list-style-type: none">One new declaration notified to the secretaryPrevious Minutes 26 June 2024<ul style="list-style-type: none">Corrections / amendments / matters arising Correspondence <ul style="list-style-type: none">Inwards<ul style="list-style-type: none">Resolution against charter school conversionOutwards<ul style="list-style-type: none">Maitai Satellite design confirmation letter	Presiding Member, Principal	

5.	<p>Committee Reports:</p> <p>Finance & Property Committee</p> <ul style="list-style-type: none"> • Finance & Property draft minutes 19 August 2024 <p>The recommendation of the Finance & Property Committee that the following be approved:</p> <ul style="list-style-type: none"> • Acceptance of the July 2024 Finance Report • Board expenses for July 2024 <p>Grant Applications</p> <ul style="list-style-type: none"> • Request for resolution to approve a grant application to Tūpiki Trust for \$29,000 for partial cost of the proposed climbing wall <p>Other Business</p> <ul style="list-style-type: none"> • Application for fees refund for two international students 	Principal, Finance Chair
6.	<p>Principal's Management Report</p> <ul style="list-style-type: none"> ○ General ○ Open evening, year 9 activities day etc ○ Staffing 2025 ○ Fixed Term Deputy Principal appointment ○ TOTSPA visit to Auckland ○ Achievement update ○ Pastoral Update ○ Board Assurances ○ Annual Plan Update ○ Recent Staffing Changes 	Principal
7.	<p>Governance / General Matters</p> <ul style="list-style-type: none"> • The policy for review in Term 3 is the Employer Responsibility Policy: <ul style="list-style-type: none"> ○ Concerns and Complaints Policy (Board review) ○ Media ○ Performance Management (Board review) ○ Professional Development ○ Protected Disclosure (Board review) ○ Staff Conduct ○ Staff Leave <p>Feedback by Friday 27 September by visiting the SchoolDocs website: Username – Nayland; Password – kuaka</p> <ul style="list-style-type: none"> • SchoolDocs Advisory 30 July 2024 (most recent) Please note the following updates: 	Board

	<ul style="list-style-type: none"> ○ Inclusive school culture (previously Inclusive Education) ○ Bullying and Harassment ○ Concerns and Complaints ○ Student Attendance ○ Official Information and Copyright <ul style="list-style-type: none"> ● Use of kupu Māori in policies and procedures 		
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> <ul style="list-style-type: none"> ● EOTC <ul style="list-style-type: none"> ○ Presentation and Policy ○ Safety Management Plan ● Youth Nelson Term 2 2024 Report ● World Challenge trip to Sri Lanka September 2025 _ Combine with another school (probably Riccarton High School) ● Strategic Planning meeting at 5:30 pm on 11 September 2024 in the Staffroom <ul style="list-style-type: none"> ○ Kurahaupō PD will start the meeting ● Student election timeline 	All	
10.	<p>Meeting Closure:</p> <ul style="list-style-type: none"> ● Preparation required for next meeting <p>Karakia Whakamutunga – Closing Karakia 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>Karakia Translation</p> <p>Restrictions are moved aside so that the path is clear</p> <p>To return to everyday activities</p> <p>Enriched and unified</p>	Presiding Member All