

Nayland College Board of Trustees Meeting

Wednesday 26 February 2025, 6.00pm

The Honest Lawyer, 1 Point Road, Monaco, Nelson

Members	Rachel Robinson (Presiding Member), Daniel Wilson (Principal) Isaac Carnegie, Glen Heke, Maxine Noar, Diane Strong, Ross Gerritsen (Staff Member), Luke Halcrow (Student Member)
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Guests	Janette Jessop (Business Manager), Anne Cox, Kathy Sherwood
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Apologies

Non-members	Belinda Lee (Board Secretary)
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Meeting Agenda

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		
3.	Open Section <ul style="list-style-type: none"> • Welcome • Present / Apologies • Election of Officers <ul style="list-style-type: none"> ○ Presiding Member (Acting Principal to chair) ○ Deputy Presiding Member (Presiding Member to chair) ○ Finance Committee membership ○ Privacy Officer ○ Returning Officer • Workplan <ul style="list-style-type: none"> ○ February 2025 • Declaration of Interest (Conflict and Pecuniary) <ul style="list-style-type: none"> ○ New declarations to be notified to the secretary ○ Children attending Nayland College to be added to register • Previous minutes 27 November 2024 		Presiding Member, Principal

No.	Topic	Action
	<ul style="list-style-type: none"> Correspondence <ul style="list-style-type: none"> Inwards Outwards 	
4.	Finance and Property <ul style="list-style-type: none"> Finance and Property draft minutes 2024 accounts 2025 budget 2025 capex Cyclical maintenance Property update 5YA budget calculation 	Principal, Finance Chair
5.	Principal's Management Report <ul style="list-style-type: none"> Staffing changes ICT contract Board management software HOLA reporting to the board Delegations and reserve powers NCEA analysis 	Principal
6.	Governance / General Matters <ul style="list-style-type: none"> Board approved offsite learning <i>Policies for review in Term 1 are Health, Safety and Welfare.</i> <ul style="list-style-type: none"> <i>Health, Safety, and Welfare Policy (board)</i> <i>Safety Management System (board)</i> <i>Risk Management (board)</i> <i>Worker Engagement, Participation, and Representation</i> <i>Healthcare (board)</i> <i>Recording and Reporting Accidents, Injuries, and Illness</i> 	Board
7.	Public Excluded Section (Confidential minutes maintained separately) <ul style="list-style-type: none"> Motion to enter public excluded section (Required) 	Presiding Member
8.	General Business and Items for Next Meeting <ul style="list-style-type: none"> Approval required: Senior Girls Volleyball Team trip to December 2025 	All
9.	<div> <div> Meeting Closure <ul style="list-style-type: none"> Preparation required for next meeting </div> <div> 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! </div> </div>	<div> <div>Presiding Member</div> <div>All</div> </div>