

# CONFIRMED MINUTES

## BOARD MEETING - MARCH 2025



At the **Board Meeting - May 2025** on **28 May 2025** these minutes were **confirmed as presented**.

<b>Name:</b>	Nayland College
<b>Date:</b>	Wednesday, 26 March 2025
<b>Time:</b>	5:00 pm to 7:11 pm (NZDT)
<b>Location:</b>	Nayland College, 166 Nayland Road, Stoke, Nelson, New Zealand
<b>Board Members:</b>	Rachel Robinson (Chair), Daniel Wilson, Diane Strong, Glen Heke, Isaac Carnegie, Luke Halcrow, Maxine Noar, Ross Gerritsen
<b>Attendees:</b>	Belinda Lee
<b>Apologies:</b>	Anne Cox

### 1. Karakia

#### 1.1 Opening Karakia

### 2. HOLA Presentations

#### 2.1 HOLA presentations

##### Arts, Ross Gerritson

- Students' love of practical work is shining through, junior programmes are full and varied.
- Challenge Y10, students are balking at academic/theory as prefer the practical
- Only one scholarship last year, in Drama, this is a big drop off from previous years. We are looking at why capable students are not engaging in scholarships.
- Strategies to help with externals – students need to want to engage.

##### English, Trudy Harvey

- Struggle with levels of literacy coming into the school, we are making some good gains in some areas – Y9, using literacy strategies and multiple avenues of engagement.
- Last year we had a full range in classes for the first time (removing streaming).
- L1 mixed results – we are reflecting and looking at the way we support students.
- Boys are consistently achieving lower than girls – female heavy teaching could be impacting? We are working on male achievement this year. Boys writing, Māori boys writing focus areas.
- Impact of COVID on students – seeing this now as students are transitioning.

##### Mathematics, Courtney Gravatt

- Similar to English – Y9 are well below curriculum expectations and we have been good at moving them forward, but they are then plateauing at Y10 and boosting them again is tricky.

- We are making use of data to target skills gaps and priorities.
- There is a lot of uncertainty around new curriculum and standards.
- There are continuing issues around Māori students numeracy, and achieving significant change is proving difficult.
- We are working on showing students the importance of maths in the real world, this is easiest with statistics.

### **Science, Adam Crichton**

- Last year we had consolidation with the Y10 module.
- This was positive in terms of engagement, students enjoyed getting a mixture of content and we are looking at aligning modules.
- Y9 awesome, we are weaving waka into their learning and this is building confidence.
- Y11 pass rate good, there was an issue with L1 very low endorsements – due to changing L1 landscape.
- High pass rates and engagement for our senior subjects.

### **Social Sciences, Anna King**

- Y9 focus is on embedding Māori and local culture into the curriculum and ensuring consistency with learning.
- Y10 modules – specialisation. Developing junior SS profiles.
- L1 we have the same challenges with the new standards, endorsements; good opportunity to review.
- Noted that we are offering sociology unit standards, not numeracy or literacy.

### **Technology, Cushla Laufkotter**

- Pleased with Senior results on the whole – diverse range of options, academic and pathway.
- We have been turning away students due to capacity and resources.
- No huge discrepancy between Māori and non Māori in pathway classes.
- Some students are not achieving due to lack of numeracy and literacy; those who did achieve achieved well.
- Important to have the right people in the right classes understanding the pathways and educational expectations.
- Working hard on junior pathways in technology and understanding where students are at, last year great data to work with.
- Looking at how we are teaching (num and lit) and empowering teachers, changing the perception of what is good technology and why.

### **Te Huarahi, Gaye Bloomfield**

- 34 separate courses, almost all taught by sole charge teachers who are subject matter experts. There is extreme risk of burnout, and issues with replacing teachers in this space.
- Our main focuses are students learning goals, and boys' achievement.
- Of the 34 courses, nine have equal boy and girl achievement and we are deep diving into these courses to understand, i.e. commerce, real world situation – students knowing their why is a huge engagement lever.
- PLD opportunities – what is of value to each person? MoE support available for niche courses?

### 3. Open Section

#### 3.1 Welcome, Present and Apologies

#### 3.2 New Board member: Anne Cox



The Presiding Member moved that Anne Cox join the Board effective immediately.

*Approved*

<b>Decision Date:</b>	26 Mar 2025
<b>Mover:</b>	Rachel Robinson
<b>Seconder:</b>	Maxine Noar
<b>Outcome:</b>	Approved

#### 3.3 Confirm Minutes



**Minutes of previous meeting to be approved**

That the minutes of the meeting held on Wednesday 26 February are a true and accurate record of the meeting held.

<b>Decision Date:</b>	26 Mar 2025
<b>Mover:</b>	Rachel Robinson
<b>Seconder:</b>	Glen Heke
<b>Outcome:</b>	Approved

#### 3.4 Interests Register

Noted

#### 3.5 Correspondence



**Correspondence to be approved**

That the inward correspondence be accepted and the outward correspondence be noted.

<b>Decision Date:</b>	26 Mar 2025
<b>Mover:</b>	Rachel Robinson
<b>Seconder:</b>	Diane Strong
<b>Outcome:</b>	Approved

#### 3.6 Workplan - March 2025



**Board Workplan**

That the progress of the Board Workplan be noted and accepted.

<b>Decision Date:</b>	26 Mar 2025
<b>Outcome:</b>	Approved

### 4. Finance and Property Report

#### 4.1 Finance and Property Report

The Finance and Property Report was taken as read and the Board thanked Janette for a very professional report.

## Financial Update

- The Board was pleased to hear that all budgets are on track.
- It was noted that we are still waiting on details of the latest Electrical Assessment for 5Ya.
- It was noted that we are currently going through a process of tidying up mobile phone providers.
- Daniel confirmed that one expression of interest had been received (to date) for the ICT Contract RFP. The closing date is Friday 28 March. Glen Heke and Maxine Noar, along with Rowan Taigel and Chami Hutterd will be sent all EOIs received on Monday 31 March.
- Daniel spoke about the liquidation of Libelle – our canteen provider. We had to move quickly on this and made the decision for the school to take over the running of the canteen. Two previous Libelle employees confirmed they were happy to move under Nayland College with the same terms and conditions. Suppliers have been able to provide better pricing due to no longer having to work within Libelle framework. It was noted that this is a short-term solution which will be revisited by the Board during Term 2.



## Finance Report and Property Report

That the Finance and Property Report be approved.

<b>Decision Date:</b>	26 Mar 2025
<b>Mover:</b>	Rachel Robinson
<b>Seconder:</b>	Isaac Carnegie
<b>Outcome:</b>	Approved

## 5. Principal's Report

### 5.1 Principal's Report

The Principal's Management Report was taken as read.

#### Submission of Implementation Plan

- It was noted that the Implementation Plan referred to in the report has not been sent to MoE as yet. It needs to be ratified by the Board before sending through.

#### Annual Plan monitoring

- It was noted that Annual Plan monitoring has commenced.

#### HOLA presentations

- Daniel confirmed that the purpose of the session was for the Board to get to know the HOLAs – they are important pedagogical leaders in the school who are accountable for learning areas, and they need to know that their reports are important.
- By having them present together at the beginning of year the data is relevant.
- It was agreed that the format may need to be tweaked as the session felt rushed. Board members could submit their questions to the HOLAs in advance, allowing them to address these during the meeting.
- It was agreed that we are on the right track and that it is important for HOLAs to have the opportunity to be in front of the Board.

#### Blood Brothers

- An invitation to any of the Blood Brothers performances was extended to the Board.
- Ross commented that ticket sales have been slow and that we have been pushing hard with promo and advertising.

#### Policy review – travel, vehicle expenses

- Daniel requested that we pull forward the policy review around travel, mileage and cars.
- We have instances of staff claiming upwards of \$700 for travel related costs and mileage
- We currently pay out at the IRD rate which is \$1.04c/km. It was noted that the rate for reimbursement via the Collective Agreement is \$0.83c/km.
- Our agreement refers to reimbursement "to a reasonable amount". We are looking at paying mileage to 150km, then petrol after that.  
To be discussed at the next meeting.



### **Approve Implementation Plan**

That the Implementation Plan be approved for submission to the Ministry of Education.

**Decision Date:** 26 Mar 2025  
**Mover:** Rachel Robinson  
**Seconder:** Glen Heke  
**Outcome:** Approved



### **Principal's Report**

That the Principal's Report be approved.

**Decision Date:** 26 Mar 2025  
**Mover:** Rachel Robinson  
**Seconder:** Diane Strong  
**Outcome:** Approved

## **6. Governance and General Matters**

### **6.1 Policies for review this month**

Health and Safety minutes need to come to Board



### **Review - Reserve Powers and Delegations Schedule**

That the Reserve Powers and Delegations Schedule be reviewed and approved.

**Decision Date:** 26 Mar 2025  
**Mover:** Rachel Robinson  
**Seconder:** Diane Strong  
**Outcome:** Approved



### **Review: Terms of Reference - Discipline Committee**

That the Terms of Reference - Discipline Committee be reviewed and approved.

**Decision Date:** 26 Mar 2025  
**Mover:** Rachel Robinson  
**Seconder:** Isaac Carnegie  
**Outcome:** Approved



### **Review: Terms of Reference - Finance and Property Committee**

That the Terms of Reference - Finance and Property Committee be reviewed and approved.

**Decision Date:** 26 Mar 2025

<b>Mover:</b>	Rachel Robinson
<b>Seconder:</b>	Diane Strong
<b>Outcome:</b>	Approved

## 7. General Business

### 7.1 Proposal for School Trip to Spain 2025

Proposal for School Trip to Spain 2026

- The Board reviewed the proposal for a school trip to Spain at the end of Term 3 in 2026.
- It was noted that the trip is expensive, at \$9k per person. This is all to be self-funded.
- The Board agreed that they were happy to approve the trip.

## 8. Meeting Close

### 8.1 Closing Karakia

### 8.2 Close the meeting

**Next meeting:** Board Meeting - May 2025 - 28 May 2025, 5:30 pm



Maxine Noar  
28 May 2025