

CONFIRMED MINUTES

BOARD MEETING - JUNE 2025



At the **Board Meeting - August 2025** on **13 Aug 2025** these minutes were **confirmed as presented**.

Name:	Nayland College
Date:	Wednesday, 25 June 2025
Time:	5:30 pm to 6:14 pm (NZST)
Location:	Nayland College, 166 Nayland Road, Stoke, Nelson, New Zealand
Board Members:	Rachel Robinson (Chair), Daniel Wilson, Anne Cox, Diane Strong, Glen Heke, Luke Halcrow
Attendees:	Belinda Lee
Apologies:	Isaac Carnegie, Ross Gerritsen, Maxine Noar

1. Karakia

1.1 Opening Karakia

2. Open Section

2.1 Welcome, Present and Apologies

2.2 Confirm Minutes

Board Meeting - May 2025 28 May 2025, the minutes were confirmed as presented.

2.3 Interests Register

Belinda to arrange induction for Anne

2.4 Correspondence



Correspondence for the period approved.

Approved

Decision Date: 25 Jun 2025

Mover: Belinda Lee

Outcome: Approved

2.5 Workplan - June 2025

Audited Accounts

- Audited accounts received, to be tabled at next FinCo meeting

Community consultation plan in preparation for Strategic Planning

- Thursday 21 - Saturday 23 August
- BLE to check with Isaac, Maxine, Ross

Principal growth cycle confirmation

- DWN has assured Presiding Member that he is working with a peer group on his PGC.



Board Workplan progress to be approved

Approved

Decision Date: 25 Jun 2025
Mover: Daniel Wilson
Outcome: Approved

3. Finance and Property

3.1 Finance and Property Report

Noted that we are 42% through the budget, progress is pleasing

Electricity was discussed. We are currently working through an AoG tender process for a new provider with assistance from MBIE.

Health and Safety - incidents that happened outside the International office were discussed. Remedial actions in place.



That the Finance and Property Committee Report be adopted.

Approved

Decision Date: 25 Jun 2025
Mover: Anne Cox
Outcome: Approved

4. Principal's Report

4.1 Principal's Report



That the Principal's Report be approved

Approved

Decision Date: 25 Jun 2025
Mover: Daniel Wilson
Seconder: Diane Strong
Outcome: Approved

Illness and fatigue was discussed.

- Practical steps have been taken such as wipes in classrooms, making sure windows are open for good airflow

Attendance was discussed.

- Attendance rates have increased on same period in 2024
- Truancy officers working well
- Suspension numbers have dropped this term
- Hub II working really well

CAAs were discussed.

- This years results are through
- 61.29% passed the first round, there will be another opportunity in September

5. Governance and General Matters

5.1 Policies for review this term

The Board noted the Policies for review this term:

- Planning and Preparing for Emergencies, Disasters, and Crises
- Communication During an Emergency, Disaster or Crisis
- Emergency Closure

5.2 Policy Review - Travel Expenditure (Transport)

Change to PLAG policy approved



Change to the PLAG Policy approved

Approved

Decision Date: 25 Jun 2025

Mover: Daniel Wilson

Outcome: Approved

5.3 Endorsement for funding for school choir

Applying to Mainland Trust for \$12,395 to support transport and accommodation



That the Board approves the Choir applying for funding from Mainland Trust

Approved

Decision Date: 25 Jun 2025

Mover: Rachel Robinson

Seconder: Glen Heke

Outcome: Approved

5.4 Selecting Project Manager for Project Works

Rachel Robinson agreed to be the Board Representative for selection of the Project Manager for works around the school.

6. Public Excluded Session

7. General Business

7.1 Nayland College Enrolment Scheme Review



Approve change to the Nayland College Enrolment Scheme

Approved

Decision Date: 25 Jun 2025

Mover: Rachel Robinson

Seconded: Glen Heke

Outcome: Approved

The Nayland College enrolment scheme is due for a regular three-yearly review.

MOE have reviewed the enrolment scheme and the wider schooling networks. Based on this review they propose a minor amendment to the Nayland College enrolment scheme to clarify that Clarence Drive and Crown Terrace, two new roads at the end of Princes Drive, are within the home zone.

7.2 2025 School Election

BLE proposed using Schooled for the Elections - this was approved.

Diane queried whether it was possible to co-opt on to the Disciplinary Committee only, BLE to investigate.

The Board members present unanimously agreed to co-opt Rachel Robinson as Parent Representative for another three year term. BLE to send flying minute to Board members absent from the meeting to table their decision.

8. Meeting Close

8.1 Closing Karakia

8.2 Close the meeting

Next meeting: Board Meeting - August 2025 - 13 Aug 2025, 5:30 pm

Maxine Noar

Maxine Noar
29 Aug 2025