NAYLAND COLLEGE
TE KĀRETI O NEIRANA

MINUTES

of the

NAYLAND COLLEGE BOARD MEETING

held

Wednesday 27 May 2026, 5.30pm, in the Boardroom, Nayland College, 166 Nayland Road, Stoke

Present:	Rachel Robinson (Presiding Member), Kenny Diamond (Principal), Board members; Isaac Carnegie, Maxine Noar, Tai Sa'u, Tamara Allen, Anne Cox, Hayley Pemberton, Rachael Purdie (Staff Member) and Luke Halcrow (Student Member).
In Attendance:	Tina Marshall (Board Secretary).

1. Opening, Welcome, Karakia

The Presiding Member welcomed members to the meeting.

2. Apologies

An apology was received from Isaac Carnegie for lateness.

3. Declaration of Interests

Nil.

4. Minutes

Moved Rachel Robinson/Tamara Allen
That the minutes of the Nayland College Board meeting held on Wednesday 25 March 2026 be confirmed as a true and correct record, with the correction of the venue (Staff Room).
Carried

Moved Rachel Robinson/Tamara Allen
That the minutes of the Finance & Property Committee meeting held on Wednesday 20 May 2026 be confirmed as a true and correct record.
Carried

5. Correspondence

The correspondence register was noted, including the email from Dr Claire Coleman.

6. 2026 Workplan

The workplan was contained within the agenda for May 2026.

Board members Maxine Noar and Anne Cox joined the meeting during this item.

7. Finance and Property Report

The Finance and Property Report was contained within the agenda. Anne Cox, Chair of the Finance & Property Committee spoke to the key financial details contained within the report.

Luke Halcrow joined the meeting at 5.44pm.

Moved Anne Cox/Rachel Robinson
That the Board approve the 2026 budget statements, subject to any opening balance changes to the statement of financial position and cash flow amounts, necessitated by 2025 audited adjustments.
Carried

Moved Anne Cox/Rachel Robinson
That the Board approve the March/April financial management reports that have been discussed through the Finance Committee on 20 May.
Carried

Moved Anne Cox/Rachel Robinson
That the Board approve this year's cyclical maintenance, to spend the current portion of $211,756 on painting that is due in 2026.
Carried

Isaac Carnegie joined the meeting at 5.46pm.

8. Principal's Report

The report was taken as read. Kenny Diamond, Principal, spoke to his report contained within the agenda.

The Board was supportive of changes suggested by the Principal to present meaningful reporting.

The Principal noted the cellphone policy was not being fully followed by students during break times. The Board deferred management of the cellphone policy to the Principal.

Moved Rachel Robinson/Maxine Noar
That the Board receives the Principal's report dated 20 May 2026.
Carried

9. International Report

The International Report included the proposed fee structure for 2028 for consideration by the Board. It was taken as read.

The Principal will ensure the Business Manager is involved in the review of International Department annual plans.

Moved Isaac Carnegie/Rachel Robinson
That the Board adopts the international fee structure for 2028.
Carried

Moved Isaac Carnegie/Rachel Robinson
That the Board redirects the International Department Annual Plan for 2026 back to the Principal, for budget review, and it be bought back to the Board for adoption.
Carried

10. Governance and General Matters

Out of Zone place allocation for 2027 Report

A letter will be sent by the Presiding Member, on behalf of the Board, to the Ministry of Education regarding its concerns over the impacts of zoning on the College.

A Broadgreen Intermediate information evening will be held this year for Year 8 parents/caregivers, in addition to the (general) open evening held at the College.

Moved Rachel Robinson/Maxine Noar
That the Board;

1. receives the Out of Zone Placement Allocation report dated 11 May 2026; and
2. approves the 2027 out of zone allocation for Nayland College; with 75 Year 9 placements available; and 25 Year 11-13 placements.
3. requests the out of zone allocation process be publicly notified.

Carried

Appointment of Privacy Officer and Returning Officer Report

Moved Rachel Robinson/Tamara Allen
That the Board;

1. receives the Appointment of a Privacy Officer and Returning Officer report dated 11 May; and
2. appoints Tina Marshall, Board Secretary to the role of Privacy Officer; and
3. appoints Tina Marshall, Board Secretary to the role of Returning Officer for the 2026 annual student trustee election; and
4. requests the Principal provide a letter of appointment to the Returning Officer; and
5. notes the common election date/range for the 2026 student trustee election is still to be notified by the Ministry of Education; and
6. requests the Returning Officer to complete a returning officer’s registration once the date for the 2026 student trustee election is secured.

Carried

The Mid Term parent trustee elections will be held in March 2027. Board members Isaac Carnegie and Maxine Noar have agreed to stay on the Board until the end of their tenure.

Review of the Reserve Powers and Delegations Schedule Report

Moved Rachel Robinson/Isaac Carnegie
That the Board;
1. receives the Review of Reserves Power and Delegations Schedule report dated 11 May 2026; and
2. adopts the proposed 2026 Reserves Power and Delegations Schedule; and
3. instructs the Principal to circulate this Schedule to all staff and it be posted on SchoolDocs; and
4. instructs the Board Secretary to schedule this document for review annually and it included in the 2027 Board's work programme.

Carried

SchoolDocs Advisory Newsletters (New)

SchoolDocs Newsletters from late March to May were included within the agenda for the Board's reference and information.

SchoolDocs Term 2 Review

The policies available for review during Term 2 were contained within the agenda;

- **Education Outside the Classroom (EOTC)** (Board review)
- **EOTC Governance Roles and Responsibilities**
- **EOTC Risk Assessment and Management**

11. Public Excluded Session

Moved Rachel Robinson/Tamara Allen
That the public be excluded from the following part(s) of the proceedings of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Staffing Matters

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

Carried

The meeting moved back into the open meeting at 6.27pm.

12. Close of meeting

The meeting closed at 6.28pm. The next meeting of the Board will be held on Wednesday 24 June, commencing 5.30pm, in the Board Room, Nayland College.

Confirmed as a correct record of proceedings on 24 June 2026.

Signed and approved by Rachel Robinson, Presiding Member

Date: