



# CENTRAL SOUTHLAND COLLEGE BOARD OF TRUSTEES

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## MINUTES OF THE BOARD OF TRUSTEES MEETING HELD IN THE CENTRAL SOUTHLAND COLLEGE MEETING ROOM TUESDAY 11<sup>th</sup> FEBRUARY 2020 6.00 PM

### 1. WELCOME & MEETING PROTOCOL

- 1.1 Present:** Jo Macgregor (Chair), Frank van Miltenburg, Donald Kidd (late 6.10pm) (Parent Reps), Jack Ruddenklau (Student Rep), Andrea Beggs (Staff Rep), Grant Dick (Principal)  
Brendon Wallace (DP)

**In Attendance** Pat Dodd (Secretary)

- 1.2 Apologies** Stew Bryan, Mandi Smalley

**Moved that apologies be accepted.**

**Moved: J Macgregor**

**Seconded: G Dick**

**CARRIED**

### 2.2 STRATEGIC DISCUSSION

#### General Business

- 2.2.1 Election of Chairperson – Nominated: Jo Macgregor by G Dick, Seconded: F van Miltenburg  
With no further nominations Jo Macgregor was appointed Chairperson.

Secretary appointment – Nominated: Pat Dodd by J Macgregor, Seconded: F van Miltenburg  
**CARRIED**

- 2.2.2 Operational Review – a graph outlining draft goals tabled and taken as read. Grant Dick said that staff have been asked to put in feedback and this deadline closes soon.

### 3. MONITORING

#### 3.1 Action List

Action list from previous meeting held 26<sup>th</sup> November 2019 as previously tabled discussed.

- Calf Scheme – Donald Kidd happy to be in charge of Calf Scheme for 2020.
- Logic Group meetings – are they an additional cost. Logic allows 4 meetings in the contract. They will notify Grant Dick if we require more meetings and how much they will be.
- 5YA document emailed to school. To property report.

#### 3.2 Financial Report

Finance Committee report. No finance meeting held as yet.

#### 3.3 Principal Report

Previously circulated and taken as read, spoken to by Grant Dick, Principal.

- NCEA results – graphs previously tabled and taken as read. Especially good results at Level 1 – 84% pass rate.
- Concerns raised by family at Dipton regarding bus pick up point and how dangerous it is. Grant will follow up on this with the Ministry as soon as possible. There has also been an issue raised regarding students having to stand on buses. Ministry of Education have advised they are working on this and Grant Dick is meeting with McDermotts to discuss.

**Moved that the Principal's Report be accepted and approved.**

**Moved: G Dick                      Seconded: J Macgregor                      CARRIED**

**3.4 Staff Rep**                      Nothing to report

**3.5 Student Report**              Nothing to report

**3.6 Alt Ed Report**              Grant Dick has met with Malcolm Dunn at REAP to discuss students for 2020. Variation to Agreement for Alternative Education to be available soon.

**3.7 Health & Safety**

**3.8 Property**                      Property Meeting Minutes 6<sup>th</sup> November 2019 tabled and taken as read. Logic Group and Gavin McKenzie met at CSC recently with the Property committee to inspect upgrade areas and discuss plans. A Block upgrade – initial plan shared with meeting. Will be second to Gym upgrade. Gym upgrade – application to Lotteries Commission turned down due to number of applications. Mary Lindsay has indicated that Lotteries have advised her to resubmit. Jo Macgregor and Grant Dick look at this. After discussion it was decided to find out the definitive costs for each phase of the build i.e. whole of gym or just spectator section.

**Moved all reports as tabled be approved and adopted.**

**Moved: J Macgregor                      Seconded: G Dick                      CARRIED**

**3.9 Policy Reviews**              Staffing Policy (passed 26<sup>th</sup> November 2019 meeting)

**3.10 Overnight Trips**

- Year 9 Camps at Camp Columba 10-18<sup>th</sup> February 2020 – TIC Yr 9 Form teachers. [Approved by email by all BOT members 26/01/2020]. To be moved and ratified.
- DOE Greenlake Tramp 21-23/2/20, TIC Tony Meechang, 15 x students, 2 x adults
- DOE Kiwiburn Bronze Tramp 21-22/3/20 Mavora TIC K Brinkworth, 10 x students
- Paddles Up Mavora 6-8/03/20 TIC K Brinkworth, Max. 12 x students, 2 x adults
- Pushing the Boundaries Piano Flat 6-7/3/20 TIC A Harrison, 15 x students, 1 x adult
- SOA Kayaking Camp Kiwiburn River 29-30/3/20 TIC A Harrison & T Meechang
- Otago/Southland Debating Dunedin; dates TBC, TIC K Kean, 3 x students
- 301 PE Rockclimbing Dunedin 15-16/3/20, TIC T Meechang, 26 x students, 3 x adults

**Moved that all the overnight trips as previously tabled as above and discussed be approved.**

**Moved: Jo Macgregor                      Seconded: B Wallace                      CARRIED**

- Snr Volleyball Tournament Christchurch 5-8/3/20, TIC A Johnstone, 20 x students, 3 x adults  
The Board discussed this trip at length, with concern around transport. As the TIC was planning to take her own vehicle, leaving only two drivers for the two minivans. This means there is no relief driver for the vans. The board members felt that there should be a relief driver for any school trips to Christchurch due to the distance covered.  
Grant Dick to discuss with the TIC.

**Moved that the Senior Volleyball trip to Christchurch from 5<sup>th</sup> to 8<sup>th</sup> March 2020 be approved in principle, subject to the transport situation being rectified to the satisfaction of the Principal.**

**Moved: J Macgregor**

**Seconded: G Dick**

**CARRIED**

#### **4. MEETING ADMINISTRATION**

##### **4.1 Confirmation of Previous Minutes**

Minutes of previous Board meeting held 26<sup>th</sup> November 2019 which were previously circulated, be signed as a true and accurate record.

**Moved that the Minutes of the Board meeting held on 26<sup>th</sup> November 2019, as previously tabled be approved.**

**Moved: G Dick**

**Seconded: J Macgregor**

**CARRIED**

##### **4.2 Matters Arising**

Budget previously circulated and tabled for approval.

**Moved that the CSC Budget for 2020 as tabled be approved.**

**Moved: J Macgregor**

**Seconded: J Ruddenklau**

**CARRIED**

##### **4.3 Correspondence**

As previously tabled and taken as read.

- Letter from Jenni Wood, PPTA Representative re advice of PUM. Grant Dick to ask Jenni to canvas staff to get a consensus on holding this meeting in the usual Monday after staff meeting slot in place of a PUM.

**Moved that all Correspondence as tabled be accepted and approved.**

**Moved: J Macgregor**

**Seconded: B Wallace**

**CARRIED**

#### **IN COMMITTEE BUSINESS**

*Jo Macgregor moved the meeting into Committee at 7.45pm*

Moved that the public be excluded from the following part of the proceedings of this meeting.

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 or Section 6 or Section 7 or Section 9 of the Official Information Act 1983, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: Student & Staff Personnel matters were discussed.

*Jo Macgregor moved that the meeting come out of Committee at 7.54pm*

#### **7. MEETING CLOSURE**

**Date of Next Meeting** 24<sup>th</sup> March 2020

**Meeting Closed** Meeting closed at 7.56pm<sup>i</sup>

Signed as a true and correct record

..... **Chairperson**

**Date:**.....

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