



**MINUTES OF THE BOARD OF TRUSTEES MEETING  
HELD IN THE CENTRAL SOUTHLAND COLLEGE MEETING ROOM  
TUESDAY 8<sup>TH</sup> AUGUST 2017 6.00 PM**

**1. WELCOME & MEETING PROTOCOL**

**1.1 Present** S Dobson (Chair), S Bryan, J Macgregor, (Parent Reps), G Dick (Principal)  
F van Miltenburg and K Blomfield (late)

**In Attendance** C Davis (DP), P Dodd (Secretary)

**1.2 Apologies** M Jones (Staff Rep), F van Miltenburg and K Blomfield (for lateness 6.15 pm)

Moved: S Bryan                      Seconded: G Dick                      CARRIED

**Department Report - PE & Health – Tony Meechang**

- Tony showed a short power point of activities in the PE Dept.
- Junior classes – 3 periods per week, two in Gym and one in classroom for Health.
- Outdoor education experiences are used to get students to “buy in” to physical education.
- Seniors – intensive PE courses, camps and trips at these levels.
- Health – focus in Year 9 and 10 levels - physical, cyber bullying, sexual maturity, critical thinking, relationships, addictions.
- Year 10 students will be working with an Australian based health programme in 2018 – making good choices with their devices and what they are watching. What becomes “normal” for some students.
- Need more secure storage for equipment e.g. mountain bikes. Weights room is currently being used for the bikes.
- Gym floor will need to be replaced in future – polyurethane is wearing and some nail lifting.
- Walls still need concrete poured into walls to bring up to code.
- Basketball scoreboard is a concern and needs to be checked for safety.
- Another covered area next to existing gym would be of benefit.
- Discussion around whether a new gym should be considered in the new 5YPP.

Steve Dobson thanked Tony for attending the meeting and presenting his report. Tony Meechang left meeting.

**2. STRATEGIC DISCUSSION**

**2.2 General Business**

- 2.2.1 TEZ Bus issues update – have written to MOE re Dipton TEZ. No reply as yet. Grant Dick suggests that we resend the letter to the new contact person.
- Handout given to parents re Aparima and Dipton at Open Night.
  - Scotts Gap extension – Principals all agree on this route which is tarsealed. Grant Dick to contact MOE regarding this.
  - MOE have advised that Isla Bank pick up point is in Aparima zone.
- 2.2.2 Careers/Gateway Report – tabled and taken as read. Grant Dick advised that the students are very well served in this area with excellent Careers staff. Defence Force brought in to give presentation at full school assembly last week.
- 2.2.3 Student Rep Election  
*Moved that Pat Dodd be appointed Returning Officer for the Student Representative election.*  
Moved: S Dobson                      Seconded: J Macgregor                      CARRIED
- 2.2.4 Management procedures review – been updated and tabled for BOT members.
- 2.2.5 IT Provision/Developments – annual review. Contractor is in school this week working on wireless upgrade installation (SNUP).

Lengthy discussion held on BYOD for students – not compulsory to have one at present. Would be preferable for students to have their own devices for school work but teachers also need to 'buy in'. Document out from MOE on Digital Technologies and strengthening the NZ Curriculum in this area.

### 3. MONITORING

**3.1 Action List** Action list from previous meeting held 20<sup>th</sup> June 2017 discussed. All required actions completed.

**3.2 Financial Report** Report from Finance Meeting held 2<sup>nd</sup> August 2017.

Moved that Central Southland College change all banking facilities from Westpac to ASB.

**Moved: G Dick**

**Seconded: K Blomfield**

**CARRIED**

**3.3 Principal Report**

Principal's report previously circulated and taken as read, spoken to by Principal.

- 25<sup>th</sup> August – Digital Technologies Curriculum Consultation Workshop in Invercargill. It is a morning session – time to be confirmed. Any board members interested attending let Grant Dick know.
- All of Government (AoG) Contract – commit to buy products from one particular provider who will in turn provide items at very competitive government supplies rate. Discussion held. Grant to bring figures back to Board.
- Service IQ state that in order to deliver the senior Hospitality course CSC must have a suitably qualified teacher as specified by the Service IQ. If this is not the case then the course cannot proceed with those specific Hospitality

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

**Moved – G Dick**

**Seconded – S Dobson**

**CARRIED**

**3.4 Student Rep Report**

**3.5 Staff Report**

**3.6 Alt Ed Report**

Alternative Education Report for August 2017 previously circulated and taken as read.

**3.7 Health & Safety**

**3.8 Building & Grounds**

Property Report from Malcolm Jones previously circulated and taken as read.

- Discussion held uncommitted funds and how to best serve needs of the school. Decision to be made after 5YPP finalised.

**3.9 Policy Reviews**

Theft & Fraud Policy – investigation procedures to be changed. To present at next meeting for ratification.

Health, Safety & Wellbeing Policy – changes to be made to this policy and back to next Board meeting for ratification.

**3.10 School Trips**

- U15 Rugby Team – tournament in Greymouth, 3-7 September 2017, 24 x players, Mark Tree and Carly Anderson TIC's
- Boys A Basketball – tournament in Dunedin, 5-9 September 2017, 10 players, Sue Ballantyne TIC
- 1<sup>st</sup> XI Boys Football team – tournament in Dunedin, 3-7 September, 16 players, Chris Knapp TIC
- Senior A Netball team – tournament in Christchurch, 2-7 September, 10 players, 1 student umpire, Andrea Beggs TIC
- Trapshooting Team – tournament Hamilton, 29 September – 3 October 2017, 6 students, Sam Dickie TIC, 3 x parents

Moved that the five tournament trips (outlined above) as previously tabled and circulated be approved.

**Moved: S Bryan**

**Seconded: F van Miltenburg**

**CARRIED**

Tahiti Trip 2018 – update on planning from TIC Nic Jegousse.

- Parents meeting held last night, 12 families have indicated interest in their students travelling, approx. \$3,425 per person.
- Non-refundable deposit of \$650 per student.
- A fundraising committee to be formed.
- Need two staff travelling with group.

Grant Dick to ask Nic Jegousse for a breakdown of costs and itinerary. More information regarding homestays needed and well as staffing issue. Grant will give feedback at next meeting.

**4. MEETING ADMINISTRATION**

**4.1 Confirmation of Previous Minutes**

Minutes of previous Board meeting held 20<sup>th</sup> June 2017 which were previously circulated, be signed as a true and accurate record.

**Moved – K Blomfield**

**Seconded – G Dick**

**CARRIED**

**4.2 Matters Arising**

None

**4.3 Correspondence**

Previously circulated and taken as read.

- Winton Athletics & Harriers Club – request permission for sponsor signage to be erected on school grounds. Suggestion of tennis court fence for this. Discussion held and board members agree that permission be given subject to more information regarding size and design to be given to the Principal.
- Chloe Waru – request to take LWOP from 11<sup>th</sup> to 15<sup>th</sup> September 2017 to travel to North Island. After discussion the Board members approved LWOP for dates requested. Grant Dick to discuss with Mrs Waru.

**IN COMMITTEE BUSINESS**

Steve Dobson moved the meeting into Committee at 8.33 p.m.

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.*

Steve Dobson moved that the meeting come out of Committee at 8.58 p.m.

**7. MEETING CLOSURE**

**Date of Next Meeting** 12<sup>th</sup> September 2017

**Meeting Closed** Meeting closed at 8.59 p.m.

Signed as a true and correct record

..... **Chairperson**

**Date:** .....