



# CENTRAL SOUTHLAND COLLEGE BOARD

174 MacKenzie Street, Winton  
Phone 03 236 7646

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## MINUTES OF THE BOARD MEETING HELD IN THE CENTRAL SOUTHLAND COLLEGE MEETING ROOM TUESDAY 14<sup>TH</sup> SEPTEMBER 2021

### 1. WELCOME & MEETING PROTOCOL

**1.1 Present** J Macgregor (Presiding Member), Frank van Miltenburg, M Bryan (Parent Reps), A Beggs (Staff Rep), G Dick (Principal), B Wallace (DP), R Ballantyne (Student Rep. 5.15pm)

**In Attendance:** Pat Dodd (Secretary)

**Apologies:** M Smalley, D Kidd (Parent Rep), R Ballantyne (lateness 5.15pm)

### 2. STRATEGIC DISCUSSION

#### General Business`

- 2.1 Technology Dept Report for 2020 (as tabled, no HOD present). Report accepted.
- 2.2 Student Rep Election – moved closure of nominations to Friday, 17<sup>th</sup> September due to lockdown. Election will be held Tuesday, 28<sup>th</sup> September 2022.
- 2.3 Board Student Scholarship – interview committee will be A Beggs, F van Miltenburg and M Bryan. To be advertised by Board Secretary.
- 2.4 International Student commitment (see Principal’s report)
- 2.5 Insurance – renewal review. Principal reported all insurance up to date.
- 2.6 Principal Appraisal – has been completed and shared with Jo Macgregor to finalise at next meeting.
- 2.7 SDC Submission – a letter has been sent to the College requesting a submission be made to the Southland District Council regarding a new off-licence business ‘Bottle-O’ in the old Westpac building. The writer of the letter asks that the school submit an objection to this application. The Board members discussed this at length and agreed that a brief letter be sent. Grant Dick and Brendon Wallace will write a draft letter to the SDC and forward it to Board members for approval. Submissions close on 23<sup>rd</sup> September 2021.

### 3. MONITORING

- 3.1 **Action List** Action List from meeting held 10<sup>th</sup> August 2021 previously tabled. All tasks completed.
- 3.2 **Financial Report** None, due to lockdown. Report for August 2021 will be included in report to next meeting.
- 3.3 **Principal Report** Previously tabled and taken as read. Spoken to by Grant Dick, Principal.
  - **NCEA** – school has been advised that students will be eligible for Learning Recognition Credits after being in lockdown for more than 16 days.
  - **Curriculum** – update on change of curriculum processes at CSC, as reported in last meeting. All staff have now been consulted on the proposed changes with positive feedback. A Steering Committee of about four staff will be formed as well as a larger Focus Group to work through this process. Expressions of interest close 15<sup>th</sup> September.
  - **Hillary Street Parking** – discussion held about this ongoing issue. Grant Dick to meet with Margie Ruddenklau, Oreti Community Board to discuss possible solutions. Parking for the school is currently at a premium due to ongoing building work. Suggestion that the bus park could be used for student parking. Grant will report back at next meeting.

- **Year 9 Enrolments for 2022** – the closing date for enrolment applications has been moved out to 30<sup>th</sup> September 2021 due to lockdown.

**3.4 Staff Rep** Nil.

**3.5 Student Report** Students back after lockdown – not many wearing masks on school grounds.

**3.6 Alt Ed Report** Alternative Education Reports for September 2021 tabled and accepted.

**3.7 Property Report** Property Report from Malcolm Jones previously tabled and taken as read.

**3.8 Policy Reviews** Nil

**3.9 Overnight Trips**

- SOA Upper Mataura River Fishing, Athol/Nokomai, 29-30/10/2021. TIC T Meechang. 11 x students. 3 x adults.

**Moved that the overnight trip as tabled to Athol/Nokomai from 29-30<sup>th</sup> October 2021 be approved.**

**Moved: Jo Macgregor                      Seconded: F van Miltenburg                      CARRIED**

**Moved that the reports as discussed be accepted and approved.**

**Moved: Jo Macgregor                      Seconded: R Ballantyne                      CARRIED**

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

**4.1 Confirmation of Previous Minutes** Minutes of previous Board meeting held 10<sup>th</sup> August 2021 which were previously circulated, be signed as a true and accurate record.

**Moved that the Minutes of the Board meeting held on 10<sup>th</sup> August 2021, as previously tabled be approved.**

**Moved: G Dick                                      Seconded: F van Miltenburg                      CARRIED**

**4.2 Matters Arising** Nil

**4.3 Correspondence** As previously tabled and taken as read.

- Lize Jooste – email requesting Maternity leave for 2022 school year, accepted.
- Jana Van Niekerk – email requesting approval to apply for Study Leave for 2022 to complete a Postgraduate Masters in Education. Approved.
- Webinar for Board Members – spoken to by J Macgregor. The information will be emailed to Board members.

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

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

**IN COMMITTEE BUSINESS**

*Jo Macgregor moved the meeting into Committee at 6.08pm*

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 6.12pm*

**7. MEETING CLOSURE**

**Date of Next Meeting**    26<sup>th</sup> October 2021

**Meeting Closed**            Meeting closed at 6.15pm

Signed as a true and correct record

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**Presiding Member**

**Date:** .....