



**MINUTES OF THE BOARD OF TRUSTEES MEETING
HELD IN THE CENTRAL SOUTHLAND COLLEGE MEETING ROOM
TUESDAY 20th FEBRUARY 2018 6.00 PM**

1. WELCOME & MEETING PROTOCOL

1.1 Present Steve Dobson (Chair), Frank Van Miltenburg, Jo Macgregor, Karen Blomfield (Parent Reps), Grant Dick (Principal), Jenesis Petallana (Student Rep)

In Attendance Pat Dodd (Secretary)

1.2 Apologies Stew Bryan (Parent Rep)
Moved: J Macgregor **Seconded: F van Miltenburg** **CARRIED**

2. STRATEGIC DISCUSSION**2.2 General Business**

2.2.1 Call for nominations for Chairperson
Nominated: Steve Dobson by Malcolm Jones **Seconded: F van Miltenburg** **CARRIED**

Call for nominations for Secretary
Nominated: Pat Dodd by Steve Dobson **Seconded: K Blomfield** **CARRIED**

2.2.2 Operational Plan and Analysis of Variance – finished processing. Just checking layout and final touches. Needs to be with MOE early March. Grant and Cameron spoke to the report which was displayed to the Board and explained any changes made.

2.2.3 2018 Budget – retrospective approval by email given by Board members.
Moved that the Board of Trustees adopt the 2018 Budget as previously tabled.
Moved: S Dobson **Seconded: K Blomfield** **CARRIED**

2.2.4 CSC Enrolment Scheme – the Ministry of Education has instructed CSC to implement an Enrolment Scheme due to the school being at 100% capacity. The board members discussed this matter at length.

- The Ministry will not provide further classrooms without an enrolment scheme being in place. Ministry have said it will need to be in place by August 2018.
- Will need to run consultation meeting with the community to inform them of the situation.
- Domestic students will always take priority over fee paying students.
- Grant proposed that a map be put together to take to community by way of a public meeting. Minutes from any public meetings must be send to MoE.
- We need to fully support our families right to come to CSC.
- Working party committee will be Steve Dobson, Grant Dick, Frank van Miltenburg, Jo Macgregor. First meeting Monday 26th February at 2.00 p.m. to draw up plan. Date and time to be confirmed.

3. MONITORING**3.1 Action List**

Action list from previous meeting held 21st November 2017 as previously tabled discussed. All items on list actioned.

- Taieri College contacted regarding covered area.
- Discussion held with John Langeveld re delay in finishing 5YPP. Drawings for driveway changes to be provided before 5YPP put in place. Board discussed proposed changes. May need to revisit parking spaces, e.g. no parking outside office and gym area. Will meet with Opus to discuss.
- After 10YPP completed, tenders can be put out to change project managers if needed.
- Seatbelts – Grant Dick informed staff that they must ensure seatbelts are worn in vehicles when taking students on trips.

Moved all reports are adopted.

Moved: F van Miltenburg

Seconded: S Dobson

CARRIED

4. MEETING ADMINISTRATION

4.1 Confirmation of Previous Minutes

Minutes of previous Board meeting held 21st November 2017 which were previously circulated, be signed as a true and accurate record.

Moved: F van Miltenburg

Seconded: J Macgregor

CARRIED

4.2 Matters Arising

Nil

4.3 Correspondence

Previously circulated and taken as read.

- Sarah Faithfull – Leave without Pay request for International HipHop Competition.
- Cameron Davis – letter of resignation.
- Lisa Sullivan – letter of resignation.
- Jolene Kynan-Wilde – LWOP application for personal reasons.
- Jamie Campbell – letter requestion LWP for Scholarship for Outward Bound.

Moved: S Dobson

Seconded: F van Miltenburg

CARRIED

Inward Correspondence be accepted and Outward approved.

Moved: S Dobson

Seconded: F van Miltenburg

CARRIED

IN COMMITTEE BUSINESS

Steve Dobson moved the meeting into Committee at 8.23 pm

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 9.04 pm

7. MEETING CLOSURE

Date of Next Meeting 20th March 2018

Meeting Closed Meeting closed at 9.15 pm

Signed as a true and correct record

..... **Chairperson**

Date: