



**CENTRAL SOUTHLAND COLLEGE BOARD OF TRUSTEES**  
**MINUTES OF THE BOARD MEETING**  
**HELD IN THE CENTRAL SOUTHLAND COLLEGE STAFF MEETING ROOM**  
**Tuesday 20<sup>th</sup> September 2022 AT 6.00PM**

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**1. Welcome and Meeting Protocol**

**Present:** D Kidd, P Hammond, R Crean, T Adendorff, M Bryan (arrived at 6.15pm) (Parent Reps)  
Grant Dick (Principal), Keegan Stratford (Student Rep), Andrea Beggs (Staff Rep), Brendon Wallace (DP)  
**In attendance:** J Daniel (Secretary)  
**Apologies** - Alicia Harrison (Acting AP)

**The meeting started at 6.05pm**

**Department Report – Agriculture**

- a) Department report for 2021 previously tabled and taken as read. Lynley Woodd spoke to the report with an overview of Primary ITO Yr 12's work experience, and agriculture update. The board thanked Lynley for her presentation and update.

**2. Strategic Discussion**

**General Business**

**2.1 Welcome new board members/Board Protocols/Committees**

- a) Grant gave an overview of the board meetings and how they run for the new members
- b) Round table of introductions
- c) J Daniel called for nominations for the Presiding Member. A Beggs nominated D Kidd, seconded by P Hammond. No other nominations were received. Election of D Kidd as Presiding Member - carried.
- d) Grant updated the Board on Co-opting Member M Smalley unanimous decision to co-opt Mrs Smalley back to the CSC Board - carried
- d) Committees – 4 keys areas property, finance, policy, curriculum
  - i) Peter and Richie - Property
  - ii) Tracey and Donald and Mark – Finance
  - iii) Principal and Presiding Member – Policy (School Docs)
  - iv) Mandi, Peter, Richie, Tracey, Mark – Curriculum change.

**2.3 Teacher appraisals**

- a) Grant spoke about how this is done. Appraisals are Professional growth cycle - meet regularly, and include goal setting, professional conversations, extra curricular contribution, PLD, Next Steps – revising goals and teaching standards.

**2.4 Principals review**

- a) Grant spoke about Andy Wood - principal mentor role for one year that meet once a term. Mr Wood will prepare a report for the next Board Meeting.

**2.5 Board scholarship**

- a) B Wallace spoke about the 3 senior scholarships. Awarded in Term 4. Members of the board interview applicants - usually require 3 board members. 3rd Nov. 27 Oct deadline. Mark Bryan, Andrea Beggs, Richie Crean agreed to conduct the interviews. Brendon to coordinate with Alicia Harrison.

**2.6 Curriculum enhancement update discussion**

- a) Presentation by Alyssa Johnstone and Brendon Wallace  
A full commitment by the steering committee on this project who are all volunteers. Research and data, along with school visits and staff feedback. Chris Jansen independent mentor for the project. Potential for a one-off board meeting regarding these changes. B Wallace happy to share the working documents with the Board Members

### 3. Monitoring

3.1 Action List from last meeting held on 23<sup>rd</sup> August previously tabled.

3.2 Financial reports

a) taken as read

3.3 Principal's Report

a) taken as read

3.4 Staff Representative's report

a) A Beggs updated the board on school production and a very successful tournament week

3.5 Student Representative's report

2) Nothing to report

3.6 Alternative Education report

a) Grant spoke to M Dunn's report. Taken as read

3.7 Property & Health and Safety Report

a) taken as read

b) Previously spoken but not tabled in July the CSC Pool MOU. The board approved the proposal for the Pool MOU. This is a new lease agreement with the Central Southland College Community Swimming Pool Inc.

**Moved: R Crean**

**Seconded: D Kidd**

**Carried**

3.8 Policy reviews: Refer to School Docs

a) Grant spoke to CSC school docs on line platform and showed the board around the website current reviews for Term Three are child protection, sun protection, harassment.

3.9 School Trips

DOE Kiwiburn Tramp 24/26 September 2022 – B Wallace advised this trip is cancelled

7's Rugby Tournament 28-29 October approved

**Moved that Overnight Trips are tabled and discussed be approved.**

**Moved by D Kidd**

**Seconded P Hammond Carried**

### 4. Meeting Administration

4.1 Confirmation of Previous Minutes

Minutes of previous Board meeting held 23<sup>rd</sup> August 2022 which were previously circulated, be signed as a true and accurate record.

**Moved that the Minutes of the Board meeting held on 23<sup>rd</sup> August 2022, as previously tabled be approved.**

**Moved: G Dick**

**Seconded: D Kidd**

**Carried**

4.2 Matters Arising

4.3 Correspondence

Inward and Outgoing

Proposed French Trip 2023

a) Grant spoke to the international trips and practicalities of these tips

b) Board happy to investigate logistics of the trip further there needs to be consideration around timing, confirmation of interest, time of the year.

