



# 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 24<sup>TH</sup> NOVEMBER 2020

### 1. WELCOME & MEETING PROTOCOL

**1.1 Present:** J Macgregor (Chair), D Kidd, F van Miltenburg, M Bryan (Parent Reps), R Ballantyne (Student Rep), A Beggs (Staff Rep), G Dick (Principal)

**In Attendance:** Pat Dodd (Secretary), B Wallace (Deputy Principal)

**Apologies:** M Smalley (Parent Rep)

#### **Year 10 Spirit Trophy Voyage – TIC Andrea Beggs**

Hannah West and Rylan Cooper of Year 10, spoke to the Board members about their recent 5 day voyage on the Spirit of New Zealand on the Waitemata Harbour at Auckland.

They both said that the experience was amazing, they learned to work as a team and made some lifelong friends from other schools.

Other school students on board were from Bream Bay College, Westland High School and Mackenzie College. The schools competed against each other in activities, with CSC being placed 2<sup>nd</sup> at the end.

A video of their trip was shown to the Board, which had been made by Trey Anderson-Kereti.

The students thanked Mrs Beggs for accompanying them and their Dean, Miss Dickie for organising it.

### 2. STRATEGIC DISCUSSION

#### **General Business**

- 2.1 2021 Budget – the draft budget has still not been received from Campbell Waugh. Grant Dick will arrange for it to be emailed around the Board members when it arrives.
- 2.2 2020 days open for instruction – the Principal confirmed that the school will be open for the required number of days.
- 2.3 2021 Board of Trustees meeting dates – to be advised by Board Chair and Principal.

### 3. MONITORING

#### **3.1 Action List**

from previous meeting held 27<sup>th</sup> October 2020. All items taken care of.

- EOTC risks – Brendon Wallace tabled a Risk Rating Identification Guide for information of board members.

#### **3.2 Financial Report**

Finance Committee meeting minutes 18<sup>th</sup> November 2020 previous tabled and taken as read.

- Calf Scheme – Donald Kidd advised that there had been no uptake with the scheme this year. Will advertise more vigorously next year.

#### **3.3 Principal Report**

Previously tabled and taken as read.

- The Principal spoke to the Banking Staffing summary, explaining the process. Currently have three teachers in the Bulk Grant.
- School Docs for Policies/Procedures – Grant Dick still working on this

#### **3.4 Staff Rep**

Email from Mark Tree with a proposal to change PE tops. Discussion held with questions over whether there needs to be more consistency in expectations. Grant

Dick and Brendon Wallace to discuss further with PE Dept.

Letter from Annie Keown with suggestion that the Board instigate a Staff Scholarship For staff who wish to continue post-graduate studies.  
After much discussion the Board agreed that this would be a worthwhile incentive for staff.

**Moved that the Board of Trustees offer an annual Staff Scholarship for up to \$1,000 for post-graduate studies as from 2021.**

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

Student Scholarship – Andrea Beggs asked the Board for permission to work on formulating a written criteria for the Board of Trustees Student Scholarship. Agreed.

**3.5 Student Report**                      Riley Ballantyne informed the Board that NCEA exams are continuing and some students are currently attending a Volleyball tournament in Invercargill.

**3.6 Alt Ed Report**                      Alternative Education Report for November/December 2020 previously tabled and taken as read.

**3.7 Health & Safety**                      Nothing to report.

**3.8 Property**                              Minutes of Building & Grounds Committee meeting held 18<sup>th</sup> November 2020 previously tabled and taken as read.

**3.9 Policy Reviews**

- Student Uniform Policy – previously tabled and taken as read.

**Moved that the Student Uniform Policy as tabled be approved.**

**Moved: J Macgregor                      Seconded: M Bryan                      CARRIED**

**3.10 Overnight Trips**

- Year 10 Camp Queenstown, 30/11 to 03/12/20, TIC S Dickie, A Harrison, T Meechang.
- 110 x students, 22 x staff, 7 x parents/volunteers
- Year 13 Leadership Camp 2021, 01-03/02/2021. TIC M Tree, 80 x students, 4 x staff
- Mainland Volleyball Tournament, 25-28/02/2021. TIC A Johnstone, 30 x students, 4 x adults
- Year 9 Camp 2021, 15-23/02/2021. TIC K Murch, Year 9 cohort, 5 x staff (inc. EOTC team)

**Moved that the overnight trips as tabled being the Year 10 Camp to Queenstown; the Year 13 Leadership Camp 2021; the Mainland Volleyball Tournament in February 2021; and the Year 9 Camp 2021 be approved.**

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

**4. MEETING ADMINISTRATION**

**4.1 Confirmation of Previous Minutes**                      Minutes of previous Board meeting held 27<sup>th</sup> October 2020 which were previously circulated, be signed as a true and accurate record.

**Moved that the Minutes of the Board meeting held on 27<sup>th</sup> October 2020, as previously tabled be approved.**

**Moved: J Macgregor                      Seconded: A Beggs                      CARRIED**

**4.2 Matters Arising**                      Swimming Pool Committee minutes still not received.

### 4.3 Correspondence

As previously tabled and taken as read.

Letter from Margaret Curnow, on behalf of “Speak Up for Women” regarding the Ministry of Education’s updated “Relationship and Sexuality Education: A Guide for Teachers, Leaders and Boards of Trustees”.

The Board discussed the points outlined in the letter and decided to send a letter acknowledging the matters raised.

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

**Moved: J Macgregor**

**Seconded: R Ballantyne**

**CARRIED**

### **IN COMMITTEE BUSINESS**

*Jo Macgregor moved the meeting into Committee at 7.58pm*

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 9.24pm*

### **7. MEETING CLOSURE**

**Date of Next Meeting** February 2021 (date to be confirmed)

**Meeting Closed** Meeting closed at

Signed as a true and correct record

..... **Chairperson**

**Date:** .....