



CENTRAL SOUTHLAND COLLEGE BOARD OF TRUSTEES

174 MacKenzie Street, Winton
Phone 03 236 7646

**MINUTES OF THE BOARD OF TRUSTEES MEETING
HELD IN THE CENTRAL SOUTHLAND COLLEGE MEETING ROOM
TUESDAY 26th MAY 2020 6.00 PM**

1. WELCOME & MEETING PROTOCOL

1.1 Present:

J Macgregor (Chair), D Kidd, S Bryan, M Smalley, F van Miltenburg (Parent Reps),
Jack Ruddenklau (Student Rep), A Beggs (Staff Rep), Dick (Principal), B Wallace (DP)

In Attendance Pat Dodd (Secretary)

1.2 Apologies F van Miltenburg (arrived 6.22pm)

Moved that apologies be accepted.

Moved: J Macgregor

Seconded: G Dick

CARRIED

DEPARTMENT REPORTS

HOD Visual Art – Ashlee Carr (6.30pm) spoke to her report previously tabled and taken as read.

- Changeover last year from Kara Boys to Ashlee Carr.
- Smaller class size this year – Chloe Waru taking junior classes.
- Budget – met with the Principal at start of year to discuss this due to changes in what schools can ask parents to pay for. Two new cameras and new lens have been purchased for student use.
- Art Design (digital art) slowly being introduced this year, with two students learning this.
- Instagram – Ashlee has established an Instagram account for students called CSC Art Department.
- Level 3 Painting – concern by art teachers about inconsistently in results from L2 to L3.

HOD Music – Jolene Kynan-Wilde (6.45pm) spoke to her report previously tabled and taken as read.

- Equipment – students are being respectful in general with equipment.
- Only one student in Year 12 Music this year.
- 9/10 Year 13 students taking music in 2020 and they are all achieving well.
- No Rockquest this year.
- Year 10 Options – much better now that music option is for full year now, not 6 months.
- Teaching music through distance learning over Lockdown was challenging.

HOD Drama – Sarah Faithfull (7.00pm) spoke to her report previously tabled and taken as read.

- Highlight is that class numbers have increased this year.
- Bringing more dance into the subject. Strong interest from students.
- Extra-curricular Hip Hop dance classes being run.
- 2019 endorsement credits internally (performance based) went well. External endorsement credits (theory) not so achievable.
- Home & School put funds into drama – purchased props.
- Meeting for Performing Arts being held later this week regarding any live performances in Term 3.

2. STRATEGIC DISCUSSION

General Business

- 2.1.1 Annual 'Safe School' Review – not available at this time. Move to July Board meeting.
- 2.1.2 Teacher PLD Report – slowed down due to the COVID19 situation. Ministry of Education has planned for schools to have two Teacher Only Days this year.

3. MONITORING

3.1 Action List

Action list from previous meeting held 28th April 2020 as previously tabled discussed.
Grant Dick still to follow up with Trevor Pryde re class sizes.

3.2 Financial Report

Finance Committee report previously tabled and read.

Moved that the Draft Annual Financial Statements are adopted and the Principal and Chair are authorised to sign the final set including any audit adjustments.

Moved: J Macgregor

Seconded: S Bryan

CARRIED

3.3 Principal Report

Previously circulated and taken as read, spoken to by Grant Dick, Principal.
Uniform – Jenni Wood has approached the Principal about a 'pants' option for female student.
Summer skirts – concern from some students about the current material used for the summer skirts. Suggestion that the school change the skirt to cotton, in the same tartan as the kilt.
Samples to be brought to a meeting to discuss options.

Moved that the Principal's Report be accepted and approved.

Moved: G Dick

Seconded: J Macgregor

CARRIED

3.4 Staff Rep

Andrea Beggs – report tabled and taken as read.
Email from a staff member re Bells – to SLT and Property Committee to discuss.

3.5 Student Report

Jack Ruddenklau presented a verbal report.

3.6 Alt Ed Report

Alternative Education Report for April/May 2020 previously tabled and taken as read.
AJ Haare-Black was included in the google classrooms of CSC during Lockdown.

3.7 Health & Safety

Documents tabled re COVID19 instructions.
Buses – some anxiety around students travelling on school buses with no social distancing requires.

3.8 Property

No Property Meeting held formally.

- Some meetings re planned upgrades. Tenders out, with only two returned. Meeting will be held to discuss the tenders in future.
- A Block upgrade – further discussion needed around sickbays and toilets in foyer.
- Swimming Pool – concern over safety of roofing over pool. Further discussion to be held. Memo of Understanding is ongoing – held up with Gavin McKenzie. AWS Legal (Clare Shaw) spoken to by the Principal on 19th May 2020. Still waiting for action from MOE.

Moved all reports as tabled be approved and adopted.

Moved: S Bryan

Seconded: M Smalley

CARRIED

3.9

Policy Reviews - Grant Dick is working towards ‘School Docs’ taking over updating of policies on behalf of the Board (as previously agreed by the Board).

- Board Responsibilities Policy – no changes required.
- Drugs & Alcohol – no changes required.
- Personnel Policy – no changes required

Moved that the Board Responsibilities Policy, the Drugs & Alcohol

Moved: J Macgregor

Seconded: G Dick

CARRIED

3.11 Overnight Trips – *note: these two trips were submitted prior to Lockdown. For approval in principle.*

-PED102 Snowboarding Camp, Queenstown 6-7/9/20, TIC T Meechang, A Harrison, 17 x students

-Year 10 Spirit Trophy Voyage, Auckland, 23-30/10/20, TIC S Dickie, 10 x students

Moved that the overnight trips as tabled and discussed be approved in principle.

Moved: J Macgregor

Seconded: F van Miltenburg

CARRIED

4. MEETING ADMINISTRATION

4.1 Confirmation of

Minutes of previous Board meeting held 20th March 2020, 28th April 2020 which were

Previous Minutes

previously circulated, be signed as a true and accurate record.

Moved that the Minutes of the Board meeting held on 28th April 2020, as previously tabled be approved.

Moved: G Dick

Seconded: J Macgregor

CARRIED

4.2 Matters Arising

Nil

4.3 Correspondence

As previously tabled and taken as read.

Moved that all Correspondence as tabled be accepted and approved.

Moved: J Macgregor

Seconded: F van Miltenburg

CARRIED

IN COMMITTEE BUSINESS

Jo Macgregor moved the meeting into Committee at 7.47pm

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

7. MEETING CLOSURE

Date of Next Meeting

30th June 2020

Meeting Closed

Meeting closed at

Signed as a true and correct record

..... **Chairperson**

Date: