



# 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 27<sup>TH</sup> OCTOBER 2020

### 1. WELCOME & MEETING PROTOCOL

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

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

**Apologies:** Andrea Beggs (Staff Rep)

Farewell to Jack Ruddenklau who has finished his tenure on the Board of Trustees as Staff Rep. Grant Dick, Principal and Jo Macgregor, the Chairperson thanked Jack for his valuable contribution to the Board. Jack left the meeting at 6.05pm.

Jo then welcomed Riley Ballantyne who was voted on the Board as the new Student Rep by the students recently.

#### **Department HOD Reports – Alister Gray (HOD Technology)**

Alister Gray spoke to his report that had been previously tabled and taken as read.

- Biggest challenge in this subject area is the number of changes that the Ministry of Education has made.
- Professional development has been sorely lacking for the changes.
- Alister explained to the board about the projects that Year 13 students undertake over the year.
- Student interest in DTG seems to drop off after Year 9 and 10, when subject choices expand.
- Lastly, Alister showed different students video work on the screen.

#### **24/7 Programme Report – Amy Williams spoke to her report (to be emailed to Board members)**

- The 24/7 programme is funded 25% by the College; 25% from the Presbyterian Church and 50% by 24/7.
- 3-5 year commitment but to be reviewed annually.
- 180 schools in New Zealand have the 24//7 programme running.
- Travellers programme is funded by Skylight – support students coming into College to build resilience. The first programme was run this term with 11 students involved, who were very involved.
- One on one mentoring of some students in the school.
- Counselling work every Friday of the week.
- Working towards possibly getting a male youth worker on board as well.
- The 24/7 Director will be visiting CSC next week to see what is happening.

### 2. STRATEGIC DISCUSSION

#### **General Business**

- 2.1** Board of Trustees Scholarship – 16 applications, 9 shortlisted for interviews on 3<sup>rd</sup> and 4<sup>th</sup> November.
- 2.2** Draft 2021 Budget – not yet received. Finance Committee still to meet with Campbell Waugh to go through the budget.
- 2.3** International Student budget discussed and accepted.

### 3. MONITORING

#### 3.1 Action List

from previous meeting held 22<sup>nd</sup> September 2020. All items taken care of.

#### 3.2 Financial Report

No Finance Committee meeting held this month. Next meeting will cover off two months and the draft budget for 2021.

Senior Prizegiving – will be held in Gym this year as the hall will be set up for exams and not available. This may cost approximately \$6,000 for hireage of equipment e.g. staging, carpet etc.

#### 3.3 Principal Report

Previously tabled and taken as read.

##### **Swimming Pool**

- Met with the pool committee, their lawyer, Peter Turnbull and Grant Dick,
- Gavin McKenzie from the MOE and the CSC lawyer, Chris McKenzie.
- The swimming pool and filter belong to the school.
- The community put the roof on and the boiler in to heat the pool.
- The Ministry fund \$3,000 per year for the pool. The pool actually costs CSC approx. \$8,000 per year.
- In future a Third Party Agreement may be established between CSC and the Pool Committee to oversee the responsibilities of each party.

##### **Insurance Review**

Helen Brown met with Deirdre from Crombie Lockwood to review the insurance needs.

##### **Principal's Goals**

Because of change of appraiser, Andy Wood this is still in process.

##### **Equipment Leasing**

Looking at leasing equipment of audio visual equipment in the school, as well as computer requirements in Admin area with Equico or similar company. An audit of the school will take place for this.

#### 3.4 Staff Rep

None

#### 3.5 Student Report

Riley Ballantyne advised the Board that she had completed Trustee online training.

#### 3.6 Alt Ed Report

Alternative Education Report for October 2020 previously tabled and taken as read.

#### 3.7 Health & Safety

Nothing to report.

#### 3.8 Property

Grant Dick has a meeting tomorrow for update on property upgrades.

**Moved all reports as tabled be approved and adopted.**

**Moved: Jo Macgregor**

**Seconded: G Dick**

**CARRIED**

#### 3.9 Policy Reviews

- Safe School (Bullying Prevention) Policy for review, previously tabled and taken as read.

**Moved the Safe School (Bullying Prevention) Policy as tabled be accepted and approved.**

**Moved: J Macgregor**

**Seconded: M Smalley**

**CARRIED**

### 3.11 Overnight Trips

- PE102 Mountain Biking Assessment Camp – 9-10/11/20, TIC A Harrison/T Meechang. 13 x students
- Spirit Trophy Voyage, leaving 25<sup>th</sup> October, TIC A Beggs – *emailed to Board members, to be formalised at meeting.*
- Touch Nationals Rotorua – 10-14/12/20, TIC S Ballantyne, 16 x students, coach and 3 x parents

**Moved that all the overnight school trips as tabled – PE102 Mountain Biking Assessment Camp; Spirit Trophy Voyage and Touch Nationals - as discussed be approved.**

**Moved: J Macgregor**

**Seconded: D Kidd**

**CARRIED**

## 4. MEETING ADMINISTRATION

### 4.1 Confirmation of Previous Minutes

Minutes of previous Board meeting held 22<sup>nd</sup> September 2020 which were previously circulated, be signed as a true and accurate record.

**Moved that the Minutes of the Board meeting held on 22<sup>nd</sup> September 2020, as previously tabled be approved.**

**Moved: F Van Miltenburg**

**Seconded: D Kidd**

**CARRIED**

### 4.2 Matters Arising

### 4.3 Correspondence

As previously tabled and taken as read.

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

**Moved: J Macgregor**

**Seconded: M Smalley**

**CARRIED**

## IN COMMITTEE BUSINESS

*Jo Macgregor moved the meeting into Committee at 8.13pm*

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 8.37pm*

## 7. MEETING CLOSURE

**Date of Next Meeting** 24<sup>th</sup> November 2020

**Meeting Closed** Meeting closed at 8.39pm

Signed as a true and correct record

..... **Chairperson**

**Date:** .....