



# CENTRAL SOUTHLAND COLLEGE BOARD

174 MacKenzie Street, Winton

## MINUTES OF THE BOARD MEETING HELD IN THE CENTRAL SOUTHLAND COLLEGE MEETING ROOM MONDAY 29<sup>TH</sup> MARCH 2021

### 1. WELCOME & MEETING PROTOCOL

**1.1 Present** Jo Macgregor (Presiding Member), F van Miltenburg, D Kidd, M Bryan, M Smalley (Parent Reps), R Ballantyne (Student Rep), A Beggs (Staff Rep), B Wallace (Acting Principal)

**In Attendance:** Pat Dodd (Secretary)

**Apologies:** None

Changes to Education Act discussed by members. Now called the Education & Training Act 2020. The Board of Trustees is now called “The Board” and the Chairperson is now “the Presiding Member”.

### 2. STRATEGIC DISCUSSION

#### General Business

**2.1** 2020-2024 Strategic & Annual Plan – spoken to by Brendon Wallace. To be submitted to the Ministry.

**2.2** CSC Charter – as per 2.1

**2.3** 2020 Analysis of Variance (AOV) – as per 2.1

**2.4** Teacher Appraisals – spoken to by Brendon Wallace, now based on growth cycle. Measuring staff against QPT. Teachers have to renew registration annually now, not three yearly.

**2.5** Board Staff Scholarship – two applications received. Discussion moved to In Committee part of meeting.

### 3. MONITORING

**3.1 Action List** from previous meeting held 24<sup>th</sup> February 2021.

- Rainbow Group – spoken to by Brendon Wallace.
- Overnight trips form – Brendon spoke to EOTC coordinators to update.

**3.2 Financial Report** Financial Report and Graphs for December 2020 tabled and taken as read.  
Budget for 2021 previously tabled and taken as read.

**Moved that the CSC Budget for 2021 and Financial reports as tabled and discussed be approved.**

**Moved: J Macgregor**

**Seconded: M Smalley**

**CARRIED**

**3.3 Principal Report** Previously tabled and taken as read. Spoken to by Brendon Wallace, Acting Principal.

- HOD Technology – new appointment Warren Ruwhiu. starting week 4, term 2.
- Privacy Officer – Emma Bryan.
- COVID19 vaccinations – follow Ministry of Education guidelines.

#### 3.4 Staff Rep

Andrea Beggs:

- Email from Kelly Wilkinson – update of Arts. Major Production this year ‘Little Shop Of Horrors’. Showquest also coming up. Letter to be sent.
- Email from Annie Keown update on tree planting and Biology scholarships. Andrea Beggs to liaise with Annie about trees. Letter of thanks to be sent.
- Trevor Pryde – COVID19 vaccinations. Discussed. Letter of reply to be sent.
- Home & School met last week – donated money to CSC. Discussion around possibility of using ‘CSC’ decals for vans when using for offsite activities.

Discussion held by members. Board are happy for this to happen if the bus company approve.

### 3.5 Student Report

Riley Ballantyne:

- Student Council – first meeting Monday of last week.
- School Ball – 9<sup>th</sup> April, everyone very excited.
- Southland Sports Academy – Riley Ballantyne selected.  
*Riley left the meeting at 10.05am to attend class.*

**HOD Mathematics Reports** – Chris Jones arrived at 10.10am to speak to his departmental report for 2020. Report was previously tabled and taken as read.

Chris Jones spoke to his report and discussion was held with Board members.

The Board thanked Chris Jones for attending the meeting and for his excellent report.

**3.6 Alt Ed Report** None

**3.7 Health & Safety** None

**3.8 Property** Minutes of Building & Grounds Committee meeting held 25<sup>th</sup> March 2021 previously tabled and taken as read.

- Gymnasium work to be started day one of Term 2.
- 7 x drink fountains ordered.
- Carpet damage in B2 – check insurance.

### 3.9 Policy Reviews

Travelling Team Policy – for review, tabled and taken as read.

**Moved that the Travelling Team Policy as tabled and discussed be approved.**

**Moved: J Macgregor**

**Seconded: D Kidd**

**CARRIED**

**3.10 Overnight Trips** previously tabled and taken as read.

- Kiwiburn Duke of Edinburgh Bronze Trip 20-21/03/21. TIC Claire Jenkins, 14 x students, 2 x adults. *(approved by email 8/3/21)*
- Year 12 MTB Camp 2021 Wanaka 11-14/04/2021. TIC Tony Meechang, 39 x students, 7 x adults.
- SOA201 Snowboarding Assessment Camp 16-17/08/2021. TIC Alicia Harrison, 14 x students, 3 x adults

**Moved that the overnight trips as tabled being the Kiwiburn DOE Bronze trip, Year 12 MTB Camp and SOA201 Snowboarding Assessment Camp be approved.**

**Moved: J Macgregor**

**Seconded: M Smalley**

**CARRIED**

Proposal of History Trip in 2022 in North Island, TIC Jane Cowie/Alyssa Johnstone

**Moved that the History Trip in 2022 in New Zealand be approved for further investigation.**

**Moved: B Wallace**

**Seconded: J Macgregor**

**CARRIED**

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

**Moved: J Macgregor**

**Seconded: M Smalley**

**CARRIED**

**4. MEETING ADMINISTRATION**

**4.1 Confirmation of Previous Minutes** Minutes of previous Board meeting held 24<sup>th</sup> February 2021 which were previously circulated, be signed as a true and accurate record.  
**Moved that the Minutes of the Board meeting held on 24<sup>th</sup> February 2021, as previously tabled be approved.**  
**Moved: D Kidd                      Seconded: F van Miltenburg                      CARRIED**

**4.2 Matters Arising** None

**CSC AV Club**

11.15am Students Trey Anderson-Kereti, George Tolentino and Lucas Gill attended to speak about the possibility of funding being provided for the AV Club to further the quality of their work. This club functions out of class time and is overseen by a teacher, Mrs Claire Jenkins.

Option of leasing equipment for the club. Hall AV equipment is being upgraded soon under lease. Leasing has advantage of being able to upgrade equipment on a regular basis to keep up-to-date.

A video presentation was shown to the meeting.

The Board agreed to help with supporting the AV Club.

Decision was made that Club members are to liaise with Brendon Wallace to get a leasing quote and query insurance.

**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 Bryan                      CARRIED**

**IN COMMITTEE BUSINESS**

*Jo Macgregor moved the meeting into Committee at 11.39am*

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 12.14pm*

**7. MEETING CLOSURE**

**Date of Next Meeting** 25<sup>th</sup> May 2021

**Meeting Closed** Meeting closed at 12.15pm

Signed as a true and correct record

..... **Chairperson**

**Date:** .....