

# CENTRAL SOUTHLAND COLLEGE BOARD OF TRUSTEES

PO Box 94, Grange Street, Winton Phone 03 236 7646

# MINUTES OF THE BOARD OF TRUSTEES MEETING HELD IN THE BOARD MEETING ROOM TUESDAY 28 FEBRUARY 2023

# 1. WELCOME & MEETING PROTOCOL

1.1 Present D Kidd (Presiding Member), G Dick (Principal), T Adendorff, R Crean (Parent

Reps), A Beggs (Staff Rep) and R Anderson (Student Rep)

In Attendance J Reid (Minute Secretary)

1.2 Apologies M Smalley, M Bryan, P Hammond (Parent Reps), B Wallace (Deputy

Principal), A Harrison (Assistant Principal), R McDonald (Minute Secretary)

1.3 Election Presiding Secretary called for nominations for Presiding Member

Member Nomination: D Kidd

Moved: R Crean Seconded: T Adendorff Carried

**1.4 Board Secretary** Nominations called for Board Secretary

**Appointment** Nomination: R McDonald

Moved: A Beggs Seconded: R Crean Carried

1.5 Conflict of Interest Register to be noted that Tracey Adendorff is also Treasurer of CSC

Canteen.

2. STRATEGIC DISCUSSION

**2.1 Strategic Plan** Draft Strategic Plan previously circulated and read.

Grant advised that this has still to be finalised. He did however, give an

overview of the Plan to date.

The board were happy with the Plan. Thought it was a very concise

document with measurable goals.

2.2 2022 NCEA Results Results information previously circulated and read.

A detailed report compiled by Pete Turnbull was also circulated. Tables give

a good breakdown and comparison of cohorts, schools, gender, and

ethnicity.

CSC has been performing above the national level for the last 5 years. However, it is a bit concerning that results tend to drop off at Level 3.

2.3 Teacher Registration

Attestation

All teachers are registered. There is an attestation and check process in place for staff. Student Management System, KAMAR, also sends an alert

to staff when registration is due.

**2.4 ERO Update** Next visit from ERO is on 28th March. Draft Profile Report has been previously

circulated to Board for their approval. The Principal and Leadership Team

are happy with it, as are the Board, are happy with it.

2.5 Newsletter Profile Board photo and a short blurb to be inserted in the school newsletter. Let

the wider school community know who the board is and what they do.

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#### 3. MONITORING

3.1 Action List

Andrea Beggs gave an update on the soft shell jacket options. Narrowed it down to 2 options. Will get student opinion on them.

3.2 Financial Report

No financial report was received from Education Finance.

However, income and expenditure graphs were previously circulated.

CSC appears to be in a better financial position since opting into the MoE

Donation Scheme last year.

3.3 Principal Report

Previously circulated and taken as read.

Grant noted that industrial action and work to rule are proving to be a bit

difficult to manage.

3.4 Staff Rep Report

Nothing to Report.

3.5 Student Rep Report

Mufti Day to raise funds for Cyclone Gabrielle Relief Fund being held this

Friday.

3.6 Alt Ed Report

Previously circulated and taken as read.

3.7 Property and **H& S Report** 

Previously circulated and taken as read.

Grant advised that the coal boiler will possibly be replaced this year with a

cleaner pellet boiler.

A quote for \$40k for staffroom furniture was received from Furnware. With some slight alterations have managed to reduce the cost to \$34k. This has

been budgeted for at a previous board meeting.

Moved that the reports to the Board as tabled and discussed be approved.

Moved: G Dick

Seconded: R Crean

Carried

3.8 Policy

The following policies, in SchoolDocs, are due to be reviewed.

Privacy - no amendments required.

Official Information Requests - no amendments required.

Timetable Policy - due to changes to the school timetable this policy will need to be amended. Grant to modify policy, circulate to staff for a

consultation then bring back to the board for adoption.

Firearms Policy - This has been requested by ERO. A draft policy was previously circulated and read. Grant proposed to alter couple of

sentences to read 'that guns were not being allowed on site.'

amendments

G Dick moved that policies tabled and discussed be ratified with the necessary Seconded - T Adendorff Carried

3.9 School Trips

RAFS for 3 PE school trips were tabled for Board approval.

Board agreed that trips go ahead as per RAFs.

Moved - A Beggs

Seconded - R Crean

Carried

### 4. MEETING ADMINISTRATION

4.1 Confirmation of **Previous Minutes**  Minutes of previous Board meeting held on 22 November 2022, which were

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

Moved - G Dick

Seconded - R Crean

Carried

4.2 Matters Arising

None

4.3 Correspondence

Previously circulated and taken as read.

Inward correspondence be accepted and outward correspondence approved.

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Moved - D Kidd

Seconded - R Anderson

Carried

## 5. IN COMMITTEE BUSINESS

The meeting then went In Committee at 8:00 pm

Moved - A Beggs

Seconded - R Crean

Carried

Was 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 of 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.

..... Presiding Member

Moved that meeting come out of Committee at 8.35 pm.

Moved - D Kidd

Seconded - G Dick

Carried

6. MEETING CLOSURE

Date of Next Meeting

28th March 2023

**Meeting Closed** 

Meeting closed at 8.35 pm

Signed as a true and correct record.