



Board of Trustees Meeting Minutes

Thursday 16th February 2023 – 5:00PM

Present: Richard Dykes, Richard Smith, Deleece Hall (left at 6.50), Vikki Heays, Tim Gall, Manoli Aerakis, Edward Henderson, Jacqui Maitland (Minutes)

Apologies: Rebecca Burgess,

No.	Agenda Items	Actioned
1.	Welcome & Karakia 1.1 Election of Board Chair (Presiding Member) Richard Smith nominated by Manoli Aerakis. Unanimous. 1.2 Election of Deputy Chair Tim Gall nominated by Richard Smith. Unanimous 1.3 Welcome 1.4 Apologies – Rebecca Burgess Chair notified Board of Matt Walters resignation. The Board acknowledged Matt's contribution and efforts whilst on the Board. A thank you gift will be arranged 1.5 Conflicts of Interest – Manoli Aerakis noted that Nelson Builders is a client	Richard Smith elected Board Chair Tim Gall elected Deputy Chair
2.	Administration 2.1 Code of Conduct – new forms signed for 2023 2.2 Terms of Reference – (Discipline, Finance & Property) – both approved Election of Committee members – <ul style="list-style-type: none">Discipline Committee – Motion: The Board moved that all Parent Representative Trustees be elected to the Discipline Committee ApprovedFinance & Property Committee Motion: That Edward Henderson, Tim Gall, Manoli Aerakis and Richard Smith be elected to the Finance & Property Committee Approved 2.3 Delegation of Authorities to Tumuaki - Approved 2.4 Timetable Policy – approved 2.5 Principal's Concurrence - Motion: that the Board approves the following resolutions regarding the Principal's Concurrence for 2023-2027: <ul style="list-style-type: none">That the Nelson College Board of Trustees delegates to the Board of Trustees Chairman the responsibility for applying to the Ministry of Education for additional remuneration for the Principal under the concurrence provisions under Section 595 of the Education and Training Act 2020.That the Nelson College Board of Trustees approves the concurrence request of 20% of the Principal's base salary (maximum allowable) for additional responsibilities including Boarding, International, and Trust Foundation fundraising/project fundraising. The concurrence is approved for 3 years and is subject to an annual review by the Board.That the Nelson College Board of Trustees acknowledges that it accepts the liability for the remuneration and has the financial capacity to make the payment without detriment to its other activities. The additional payment will be made from Board funds for school Board business. Moved Richard Smith, Seconded Tim Gall	Committee Terms of Reference Approved Delegation of Authorities to Tumuaki approved Timetable Policy approved Principal's Concurrence Approved Approved

	<p>2.6 Confirmation of previous Minutes. Motion: The minutes of the Board of Trustees meeting held on 13th December 2022 were approved as a true and correct record. Approved</p> <p>2.7 Outstanding Items/Matters Arising - nil</p> <p>2.8 Correspondence In /Out – taken as read ACTION: Chair to liaise with Nelson Coachlines re: new fee structure</p>	<p>Minutes of previous meeting approved.</p>
<p>3.</p>	<p>Tumuaki's Reports (taken as read).</p> <p>MOTION: The Board approve the February Tumuaki reports Approved</p> <p>MOTION: The Board approve the February Finance and Property Report. Approved</p> <p>MOTION: That the Board approves the College to contract Nelson Builders to proceed with quoted repairs to the kitchen.</p> <p>MOTION: That the Board approves the College utilising cash reserves as needed on the condition that any funds withdrawn are reimbursed from the insurance payment.</p> <p>ACTION: Tina to seek a written confirmation from insurer that claim is valid or letter of intent.</p> <p>The Board approve the December 2022 & January 2023 monthly accounts. Approved</p> <p>3.1 Health & Safety The Board accepted the monthly Health and Safety Reports for February 2023.</p> <p>3.2 Trust Foundation Discussed the proposal to disband the PTA and the implications to the Trust Foundation, following discussions and recommendation from Julie Clark. MOTION: That the Board acknowledges the decision of the PTA to disband and it will support the Trust Foundation with this process, with amendment to be 2 parents (replacing 2 PTA parents). Approved</p> <p>The NCOBA/Trust Foundation donation schemes are currently split. Discussion regarding combining these into a single philanthropic arm for the College. Board agree that the Chair continue discussions with NCOBA to move to a single arm. MOTION: The Board approve the February Trust Foundation Report. Approved</p> <p>3.3 Strategic Plan and Timeline Discussed</p> <p>3.4 NCEA Reviewed the 2022 results and agreed that given events in the year they were generally good. Board to acknowledge staff with the results, with Chair to attend staff briefing</p> <p>ACTION: Board Secretary to organise 2 evening meetings with FL to present their 2022 results to the Board.</p>	<p>Tumuaki's reports approved</p> <p>F&P Report for February approved.</p> <p>Monthly accounts for Dec & Jan approved</p> <p>H&S Report for February Approved.</p> <p>Trust Foundation Report for February approved</p>

4.	<p>General Business</p> <p>4.1 EOTC Approvals</p> <ol style="list-style-type: none"> 1. Prep Camps Years 7 & 8 2. Social Science – Vietnam & Cambodia trip 2024 <p>Board preliminary approves the trips, subject to final documentation being completed.</p> <p>4.2 Reports – security incident on school grounds</p> <p>Discussed the ongoing issue of security.</p> <p>ACTION: Chair will follow up with Nelson Police and Tumuaki will contact Ministry of Education regarding the concerns.</p>	EOTC requests approved									
5.	<p>The meeting moved into Committee at 7.20pm.</p> <p>In-Committee Items</p> <p>Move that the public be excluded from this part of the proceedings of this meeting under section 48(1) of the Local Government Official Information and Meetings Act 1987. The reasons for this resolution are as follows:</p> <table border="0" data-bbox="236 792 1165 943"> <thead> <tr> <th data-bbox="236 819 456 869">General subject of each matter to be considered</th> <th data-bbox="539 819 842 869">Reason for passing this resolution in relation to each matter</th> <th data-bbox="916 792 1165 869">Ground(s) under section 48(1) for the passing of this resolution</th> </tr> </thead> <tbody> <tr> <td data-bbox="236 880 347 902">Staff matters</td> <td data-bbox="539 880 802 902">protect the privacy of persons</td> <td data-bbox="916 880 1054 902">Section 7 (2) (a)</td> </tr> <tr> <td data-bbox="236 913 376 936">Student matters</td> <td data-bbox="539 913 802 936">protect the privacy of persons</td> <td data-bbox="916 913 1054 936">Section 7 (2) (a)</td> </tr> </tbody> </table> <p>At 7.25pm the Board moved back into Public Meeting.</p> <p style="text-align: right;">Approved</p> <p>The meeting ended with a Karakia.</p>	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution	Staff matters	protect the privacy of persons	Section 7 (2) (a)	Student matters	protect the privacy of persons	Section 7 (2) (a)	
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Meeting closed at 7.30pm

Next meeting: Thursday 16th March 2023 at 5.00 pm.