



Board of Trustees Meeting Minutes

Tuesday 12th December 2023 – 5.00pm

Present: Richard Smith, Manoli Aerakis, Deleece Hall, Vikki Heays, Guyon Janssen, Tim Gall,
Jacqui Maitland (Minutes),

Via Zoom - Andrew Murray – (MoE appointed Specialist Advisor – left at 5.45pm),

No.	Agenda Items	Actioned by
1.	Welcome 1.1 Welcome & Karakia. 1.2 Apologies – Tim Oughton (Acting Principal), Richard McLaren (Deputy Principal) 1.3 Conflicts of Interest – Trustees reviewed new register – no updates.	
2.	Administration 2.1 Confirmation of previous Minutes. Motion: The minutes of the Board of Trustees meeting held on 16 th November 2023 were approved as a true and correct record. Approved 2.2 Outstanding Items/Matters Arising – Strategic Planning Workshop – scheduled for 10 th February 2024. Agenda & framework to be confirmed. Action: Presiding Member to invite Olivia Hall to the workshop, as a previous Board member and for feedback on Te Tiriti requirements under the Education Act. 2.3 Correspondence In /Out – nil.	Previous minutes confirmed BoT to hold strategic planning workshop in Feb '24 and invite Olivia Hall
3.	Tumuaki's Report (taken as read). 3.1 MOTION: The Board approve the December Tumuaki report Approved 3.1.1 Finance & Property Update MOTION: That the Nelson College Board agrees to rollover the remaining 2023 Principal's Professional Coaching and Wellbeing Support Allowance funds at year end to 2024. Approved Dining Room Roof Board noted the repairs in 2024 to the Dining Room roof and closure of the Dining Room during this process. Action: Business Manager to ensure provision made to secure availability of a container kitchen if required. MOTION: That the Nelson College Board agrees if the Dining Room Building is required to be closed during roof construction the Business Manager is authorised to sign a contract with Host Services to hire a container kitchen for the period of closure. Approved	BOT approved the December Tumuaki report. Business Manager to ensure provision made to secure a container kitchen if req'd

	<p>Flagship Project Recommendation from SLT Board agreed to project recommendations from SLT and noted that it will request funding from Trust Foundation if possible.</p> <p>Master Plan Light MOTION: That the Nelson College Board accepts the proposal from WSP for \$25,000 and agree to cover additional costs of \$5,000 not covered by the Ministry of Education funding of \$20,000. Approved</p> <p>3.1.2 Selection Process for Parent Representative</p> <ul style="list-style-type: none"> Notification of the selection process has been sent to eligible voters. To date on only 1 response received requesting a by-election. <p>3.1.3 Board Work Plan & Meeting Schedule – noted.</p> <ul style="list-style-type: none"> ACTION: Board to review and create a framework for workshop. ACTION: Board Secretary to invite NCG Board for drinks/nibbles following NC March Board hui. <p>3.1.4 Principal recruitment</p> <ul style="list-style-type: none"> Process is well under way. Application be online in early January and hard copy Education Gazette in late January. ACTION: Board Secretary to share Survey Monkey results <p>3.1.5 Working Party Update</p> <ul style="list-style-type: none"> The Working Group held their last meeting in early December and are making good progress to date. Next stage in the process will recommence in early February 2024. 	<p>BoT approved WSP proposal for \$25k for Master Plan Light</p>									
<p>4.</p>	<p>General Business</p> <p>4.1 Electronic Resolution 28th November - That the Nelson College Board of Trustees approves the purchase of 30 new computers for Computer Suite One, for a total of \$51,978.90 ex GST. Approved</p> <p>4.2 EOTC approval requests</p> <p>a. 2024 OED School Trips Approved</p> <p>b. 2024 Cultural exchange request Approved</p>										
<p>5.</p>	<p>The meeting moved into Committee at 5.45pm.</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="1" data-bbox="204 1637 1134 1787"> <thead> <tr> <th>General subject of each matter to be considered</th> <th>Reason for passing this resolution in relation to each matter</th> <th>Ground(s) under section 48 (1) for the passing of this resolution</th> </tr> </thead> <tbody> <tr> <td>Staff matters</td> <td>protect the privacy of persons</td> <td>Section 7 (2) (a)</td> </tr> <tr> <td>Student matters</td> <td>protect the privacy of persons</td> <td>Section 7 (2) (a)</td> </tr> </tbody> </table> <p>At 6.00pm the Board moved back into Public Meeting. 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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