



Board of Trustees Meeting Minutes

21st March 2024 – 5.00pm

Present: Tim Gall, Leith Bruning, Manoli Aerakis, Vikki Heays, Guyon Janssen, Richard McLaren (Deputy Principal) (left 7.10pm), Tim Oughton (Acting Principal), Jacqui Maitland (Minutes), Andrew Murray – (MoE appointed Specialist Advisor) via Zoom (left 7.30pm),

Guests: Deb Kelly - FL Arts, Denise Moran – Head Drama, (5.10pm - 5.40pm)
Tim Middleton – Deputy Principal/Director of Boarding (5.40pm – 6.20pm)

No.	Agenda Items	Actioned by
1.	Welcome 1.1 Welcome & Karakia. 1.2 Apologies – Richard Smith, 1.3 Conflicts of Interest - Nil 1.4 Faculty Leader report (Arts – Deb Kelly & Denise Moran) 1.5 SLT Update – Tim Middleton	
2.	Administration 2.1 Confirmation of previous Minutes. Motion: The minutes of the Board of Trustees meeting held on 9 th February 2024 were approved as a true and correct record. Approved 2.2 Outstanding Items/Matters Arising – - NCOBA to approve Leith Bruning on committee – in progress - Insurance payouts on a separate line of P/L – in progress 2.3 Correspondence In /Out – taken as read. 2.4	Previous minutes confirmed
3.	Tumuaki's Reports (taken as read). 3.1.1 Chair of F&P Committee outlined review from F&P Committee hui. F&P Committee Chair outlined key points from Committee hui on 19 th March. <ul style="list-style-type: none">• Business Manager will contact MoE for reimbursement of expenses relating to asset sale of 101 Franklyn St.• Budget expenditure/income spread will be reviewed and spread according to how they occur rather than spread evenly over FY.• Cyclical maintenance calculation required as per Auditors report• International tuition fee recommendation – not able to make this recommendation to the Board at this stage. The Committee has requested more information.• Master plan lite group have had two meetings with WSP including a site visit. Plan is expected to be tabled to BoT by May Board hui. BoT requested that WSP present at the May Board hui – ACTION: RM to coordinate presentation & report for May Board hui.	

	<p>MOTION: That the Nelson College Board accept the cyclical maintenance provision adjusted for inflation of \$219,631 with a total balance of \$1,011,802 Approved</p> <p>MOTION: The Board approve the March Finance and Property Report. Approved</p> <p>MOTION: The Board approve the February 2024 monthly accounts. Approved</p> <p>MOTION: The Board approve the March Tumuaki reports Approved</p> <ul style="list-style-type: none"> • Board noted excessive number of inappropriate behaviours from students in Term 1 and extra workload for the SLT/Pastoral teams. • Broads usage report tabled and noted. <p>Strategic Plan</p> <ul style="list-style-type: none"> • Agreed on format and content of draft plan as tabled. Completed plan on a page to form basis of Tumuaki reporting moving forward, with SLT plan in behind as background reading. • Implementation – <ul style="list-style-type: none"> ○ Seek feedback from staff and community. ACTION: SLT to work with TIC Māori and Refugee Coordinator to engage those Māori & Refugee communities. ACTION: Acting Principal/SLT to finalise plan and submit to MoE. Digital version to be approved by BoT before distribution to staff/community <p>Co-curricular Review</p> <ul style="list-style-type: none"> • Good feedback received from staff survey. ACTION: Acting Principal to share Survey results staff. • ToR – draft terms tabled and reviewed. Guyon & Vikki to complete their work by end Term 1. <p>MOTION: The Board approve Co-Curricular Terms of Reference. Approved</p>	<p>BOT approved the cyclical maintenance provision as tabled.</p> <p>BOT approved the February monthly accounts.</p> <p>BOT approved the March Tumuaki & Finance and Property reports.</p> <p>Bot approved the Co-Curricular review ToR</p>
<p>4.</p>	<p>General Business</p> <p>4.1 NZSTA AGM – call for remits. Nil remits from Board</p> <p>4.2 NZSTA Conference, Wellington in June – Richard Smith to attend.</p> <p>4.3 Electronic Resolution:</p> <p>That the Nelson College Board of Trustees approves the use of the Nelson College crest on windows and/or doors at the new AI drop in centre in Nelson. Approved</p>	<p>BoT approved use of the Nelson College crest on windows and/or doors at the new AI drop in centre in Nelson</p>

5.	<p>The meeting moved into Committee at 7.00pm.</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>		
	<p>General subject of each matter to be considered</p> <p>Staff matters</p> <p>Student matters</p>	<p>Reason for passing this resolution in relation to each matter</p> <p>protect the privacy of persons</p> <p>protect the privacy of persons</p>	<p>Ground(s) under section 48 (1) for the passing of this resolution</p> <p>Section 7 (2) (a)</p> <p>Section 7 (2) (a)</p>
	<p>At 7.50pm the Board moved back into Public Meeting.</p>		<p>Approved</p>
	<p>The meeting ended with a Karakia.</p>		

Meeting closed at 8.00pm

Next meeting – Thursday 23rd May, at 5.00 pm.