



## Board of Trustees Meeting Minutes

21<sup>st</sup> November 2024 – 5.00pm

**Present:** Richard Smith, Leith Bruning, Tim Gall, Manoli Aerakis, Richard Washington (Tumuaki/Principal), Andrew Murray (Specialist Advisor - MoE), Jacqui Maitland (Minutes),  
**Guests:** Jamie Brown (FL Health, Outdoor Ed & PE - HOPE) – left 5.50pm

No.	Agenda Items	Actioned by
1.	<b>Welcome</b> 1.1 Welcome & Karakia. 1.2 Apologies – Chase Banks, Vikki Heays, 1.3 Conflicts of Interest - Nil 1.4 Faculty Report – Jamie Brown – F/L HOPE	
2.	<b>Tumuaki’s Reports</b> (taken as read). Tumuaki outlined the recommendations and notes from the Nov F&P Committee hui. <b>MOTION:</b> The Board approve the Finance and Property Reports. <b>Carried</b> <b>MOTION:</b> The Board approve the October monthly accounts. <b>Carried</b> <b>MOTION:</b> The Board approve the November Tumuaki reports. <b>Carried</b>  <b>2.1 Te Pānui o te Tumuaki Tiaki</b> <b>Finances:</b> Noted Draft budget – Tumuaki outlined key points for the draft 2025 budget and work done to achieve a zero balance. Board discussed capital expenditure tracking and requested updates on progress as it occurs, along with any re prioritising. <b>ACTION:</b> Tumuaki to review capital expenditure reporting options and add to work plan. <b>MOTION:</b> The Board approve the draft 2025 Budget & Capital Expenditure. <b>Carried</b> <b>MOTION:</b> The Board approve the audit fee proposal from Silks Audit. <b>Carried</b>  <b>Property:</b> The F&P Committee are reviewing insurance options for the Board owned property and have agreed to get valuations on some of the properties before confirming the level of insurance required. <b>MOTION:</b> The Board approve insuring Fell House, the Sanitorium and Preparatory Classrooms at Demolition value only. <b>Carried</b>	<p>BOT approved the October monthly accounts.</p> <p>BOT approved the November Tumuaki &amp; Finance and Property reports.</p> <p>BOT approved the November Tumuaki report.</p> <p>BOT approved the draft 2025 budget.</p> <p>BOT approved the audit fee proposal from Silks Audit</p> <p>BOT approved insuring Fell House, the Sanitorium &amp; Prep Classrooms at Demolition only</p>

	<p><b>Assets Sale Update</b>  <b>Broads.</b>  Valuation expected January/February 2025.</p> <p><b>Trust Foundation &amp; NCOBA reports</b>  Noted</p> <p><b>2.2 Te Pānui o te Tumuaki</b>  Noted  Board noted that attendance continues to be an issue throughout schools, including Nelson College and discussed how the Tumuaki/SLT are addressing this. The new role – Wellbeing &amp; Engagement Coordinator will have a focus on improving these rates.</p> <ul style="list-style-type: none"> <li>• <b>Strategic Plan Review 2025</b>  The BoT agreed to review the key objectives of the Strategic Plan at the February 2025 hui. SLT &amp; BoT will review progress and update as required in August.</li> <li>• <b>SchoolDocs</b>  The initial draft of the new school policy system, SchoolDocs, has been received and is being reviewed by Board and staff representatives.</li> <li>• <b>2025 Triennial School Board elections</b>  <b>MOTION:</b> The Board approve appointing Schooled as the Returning Officer for both the Parent and Staff 2025 Triennial School Board elections. <b>Carried</b></li> </ul>	<p>BOT approved the November Trust Foundation &amp; NCOBA reports</p> <p>BOT approved Schooled as the Returning Officer for the 2025 Trustee elections</p>
<p><b>3.</b></p>	<p><b>General Business</b></p> <p><b>3.1 Funding Applications Requests</b></p> <p><b>Motion:</b> That the Nelson College Board of Trustees applies to Mainland Foundation for Sports &amp; Kapa Haka uniforms to the amount of \$12,631.75 excl GST. <b>Carried</b></p> <p><b>Motion:</b> That the Nelson College Board of Trustees applies to Aotearoa Gaming Trust for Music Equipment to the amount of \$7,652.17 excl GST. <b>Carried</b></p> <p><b>Motion:</b> That the Nelson College Board of Trustees applies to NZCT for Gym Flooring to the amount of \$129,844 excl GST. <b>Carried</b></p> <p><b>Motion:</b> That the Nelson College Board of Trustees applies to Lion Foundation for Gym Flooring to the amount of \$129,844 excl GST. <b>Carried</b></p> <p><b>Motion:</b> That the Nelson College Board of Trustees applies to Rata Foundation for Gym Flooring to the amount of \$129,844 excl GST. <b>Carried</b></p> <p><b>3.2 Co-Curricular Review Synopsis</b>  Noted and thanked Vikki for her work on the synopsis.</p> <p><b>ACTION:</b> Tumuaki to ask Vikki to expand the synopsis to include all recommendations from the review committee.</p> <p><b>3.3 NCOBA/NCTF – catchup/thank you</b>  <b>ACTION:</b> Board Secretary to check if 4<sup>th</sup> December at Nelson College would be suitable for NCOBA/NCTF.</p>	

4.	<p><b>The meeting moved into Committee at 7.20pm.</b></p> <p><b>In-Committee Items</b></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="199 257 1133 414"> <thead> <tr> <th data-bbox="199 280 478 347">General subject of each matter to be considered</th> <th data-bbox="502 280 813 347">Reason for passing this resolution in relation to each matter</th> <th data-bbox="885 257 1133 347">Ground(s) under section 48 (1) for the passing of this resolution</th> </tr> </thead> <tbody> <tr> <td data-bbox="199 347 478 380">Staff matters</td> <td data-bbox="502 347 813 380">protect the privacy of persons</td> <td data-bbox="885 347 1133 380">Section 7 (2) (a)</td> </tr> <tr> <td data-bbox="199 380 478 414">Student matters</td> <td data-bbox="502 380 813 414">protect the privacy of persons</td> <td data-bbox="885 380 1133 414">Section 7 (2) (a)</td> </tr> </tbody> </table> <p><b>At 7.35pm the Board moved back into Public Meeting.</b> <span style="float: right;"><b>Carried</b></span></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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5.	<p><b>Administration</b></p> <p><b>5.1 Confirmation of previous Minutes.</b>  <b>Motion:</b> The minutes of the Board of Trustees meeting held on 24<sup>th</sup> October 2024 were approved as a true and correct record. <span style="float: right;"><b>Carried</b></span></p> <p><b>5.2 Outstanding Items/Matters Arising</b> – updated</p> <p><b>5.3</b></p> <p><b>5.4 Correspondence In /Out</b> – taken as read.</p>	<p>Previous minutes confirmed</p>									

Meeting closed at 7.45pm

Next meeting – Tuesday 10<sup>th</sup> December, at 5.00 pm.