



Board of Trustees Meeting Minutes

20th February 2025 – 5.00pm

Present: Richard Smith, Leith Bruning, Tim Gall, Vikki Heays, Chase Banks, Andrew Murray (Specialist Adviser - MoE), Richard Washington (Tumuaki/Principal), Jacqui Maitland (Minutes),

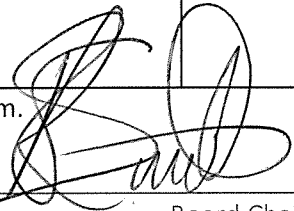
No.	Agenda Items	Actioned by
1.	<p>Welcome</p> <p>1.1 Welcome & Karakia.</p> <p>1.2 Apologies – Manoli Aerakis,</p> <p>1.3 Conflicts of Interest – Nil</p> <p>1.4 Election of Presiding Member, Deputy Chair, Board Committees – Agreed to continue with the same roles, no elections required.</p> <p>1.5 Conflict of Interest Register – no changes. Conflicts of Interest for hui - Nil</p>	
2.	<p>Tumuaki's Report (taken as read).</p> <p>F&P Committee outlined discussions from the Feb F&P Committee hui.</p> <p>MOTION: The Board approve the Finance and Property Reports. Carried</p> <p>MOTION: The Board approve the December 2024 & January 2025 monthly accounts. Carried</p> <p>MOTION: The Board approve the February Tumuaki report. Carried</p> <p>2.1 Te Pānui o te Tumuaki Tiaki</p> <p>Finances: Noted financial reports for December 2024 & January 2025.</p> <p>Property:</p> <ul style="list-style-type: none">• Insurance – Committee continuing to review insurance options and best fit for some of the properties. Awaiting further quotes• Asset Sales – Committee is waiting on the valuation for Broads, which has been delayed. The F&P Committee are continuing to review the range of asset sale options. <p>2.2 Te Pānui o te Tumuaki</p> <p>Tumuaki outlined details in the pānui.</p> <ul style="list-style-type: none">• Noted high absentee number for Scholarship exams. This is being reviewed by the SLT to ensure future success of students choosing this option.• Boarding Report – noted. Good increase in numbers for 2025.• Work Plan – discussed inviting other departments to meet with the Board, including Careers, LSC, Counselling, Deans, Prep. <p>ACTION: Board Secretary to invite the other departments to present to the Board and discuss option of Deputy Principals attending some hui.</p> <ul style="list-style-type: none">• Health & Safety report – noted. Board expressed concerns with students on bikes riding at excessive speed on & around the school grounds. <p>ACTION: Board Secretary to organise a note to be included in newsletter reminding students no riding on grounds and exit school at a slow speed & looking.</p>	<p>BOT approved the February Tumuaki reports.</p>

	<p>Trust Foundation & NCOBA reports Noted</p> <ul style="list-style-type: none"> • NCOBA: The Score Board has been purchased and the next steps for installation & training are in progress. • NCTF Tumuaki updated the Board regarding the funding from Trust Foundation (via Nankervis Estate) for upgrades at Mataki Lodge and a bouldering wall at the college. 	<p>BOT approved the February Trust Foundation & NCOBA reports</p>									
<p>3.</p>	<p>General Business</p> <p>3.1 Review of Strategic Plan Most key objectives due Dec 2024 have been met. Progress to date is tracking well. Agreed to set a date for a SLT/Board workshop. Tumuaki will seek feedback from staff & community prior to workshop. ACTION: Board Secretary to check with SLT on a suitable ½ day workshop.</p> <p>3.2 Board Self Review Checklist ACTION: Board members to review and provide any questions/feedback to Board Secretary.</p> <p>3.3 Extra 12OED Kayak Trip – EOTC approval request Approved.</p>										
<p>4.</p>	<p>The meeting moved into Committee at 5.47pm.</p> <p>In-Committee Items 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 1099 1134 1249"> <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 6.47pm the Board moved back into Public Meeting.</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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<p>5.</p>	<p>Administration</p> <p>5.1 Code of Conduct - approved</p> <p>5.2 Terms of Reference – Disciplinary Committee & Finance & Property Committee - approved</p> <p>5.3 Schedule of Delegations - approved</p> <p>5.4 Timetable Policy – approved</p> <p>5.5 Confirmation of previous Minutes. Motion: The minutes of the Board of Trustees meeting held on 22nd January 2025 were approved as a true and correct record. Carried</p> <p>5.6 Outstanding Items/Matters Arising – updated</p> <p>5.7 Correspondence In /Out – taken as read.</p>	<p>Previous minutes confirmed</p>									


Meeting closed at 7.15pm Next meeting – Thursday 20th March 2025 @ 5.00 pm.

<p>3.</p>	<p>General Business</p> <p>3.1 Asset Sales Update No further updates – awaiting for valuation, which is due end January.</p> <p>3.2 Funding Applications Request for gym flooring Discussed various options and Board confirmed that no school funds are available for this project. Board requested that 2 more quotes be sought and confirmation of best flooring option.</p> <p>3.3 NZ School Boards Association – AGM/Conference Presiding Member will attend & Board agreed that it would be good to send at least 1 or potentially 2 other Board Member.</p> <p>3.4 Electronic Resolutions Approved</p> <p>26-11-2024 Motion: That the Nelson College Board of Trustees approve the signing of a five-year photocopier contract with Canon.</p> <p>27-11-2024 Motion: That the Nelson College Board of Trustees approve the initial EOTC proposal for the Nelson College Hockey trip to Australia in 2025.</p> <p>20-12-2024 Motion: That the Nelson College Board approve the remaining Principal wellbeing funds of \$4,006.50 be rolled over to 2025. Motion: That the Nelson College Board approve the schedule of Senior OED trips in 2025.</p>										
<p>4.</p>	<p>The meeting moved into Committee at 6.20pm.</p> <p>In-Committee Items 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" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">General subject of each matter to be considered</th> <th style="text-align: left;">Reason for passing this resolution in relation to each matter</th> <th style="text-align: left;">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 6.30pm the Board moved back into Public Meeting. Carried</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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<p>5.</p>	<p>Administration</p> <p>5.1 Confirmation of previous Minutes. Motion: The minutes of the Board of Trustees meeting held on 21st November 2024 were approved as a true and correct record. Carried</p> <p>5.2 Outstanding Items/Matters Arising – updated</p> <p>5.3 Correspondence In /Out – taken as read.</p>	<p>Previous minutes confirmed</p>									

Meeting closed at 6.32pm Next meeting – Thursday 20th February 2025 @ 5.00 pm.



 Board Chair



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