CONFIRMED MINUTES

JULY BOARD HUI

At the **August Board hui** on **20 Aug 2026** these minutes were **confirmed as presented.**

Name:	Nelson College
Date:	Thursday, 2 July 2026
Time:	5:00 pm to 6:30 pm (NZST)
Location:	Tumuaki's Office, Nelson College
Board Members:	Richard Washington, Sarah Rees (Chair), Manoli Aerakis, Tim Gall, Tim de Vries, Bridget Giesen, Catherine Staig, Dicky Smith, Isaac Milner
Attendees:	Jacqui Maitland
Apologies:	Andrew Murray

1. Welcome

1.1 Interest Register

No conflicts of interest raised by members

1.2 Declaration that members have reviewed material ahead of the meeting

Board members confirmed that they have reviewed the board pack prior to the meeting.

2. Consent Agenda Items

2.1 Confirm Minutes

May Board hui 21 May 2026, the minutes were confirmed as presented.

2.2 Board approval of consent agenda items

Board approval of Consent Agenda items

That the Nelson College Board approves the following items in the Consent Agenda:

- Correspondence
- June Journal Report
- Ministry Project Update
- Other Projects Update
- School Assurances Term 2 2026
- Boarding Report

- International Report
- SchoolDocs Updated Policies
- Board Work Plan
- Board Dates 2026

Decision Date: 2 Jul 2026
Outcome: Approved

Board noted the Workplace NZ correspondence and Principal confirmed that this was being processed as required.

2.3 Correspondence

2.4 June Journal Report

2.5 Ministry Project Update

2.6 Other Projects & Maintenance Update

2.7 Board Assurances Term 2 2026

2.8 Boarding Report

2.9 International Report

2.10 SchoolDocs Updated Policies

2.11 Board Work Plan

2.12 Board Dates 2026

3. Administration

3.1 Action List

Due Date	Action Title	Owner(s)
20 Aug 2026	2026 Strategic Plan Review **Status:** In Progress	Richard Washington

No outstanding actions

4. Strategic Matters

4.1 Strategic Monitoring Report

Board reviewed the July Strategic Monitoring Report - no issues raised.

4.2 Mid Term Election option

Board reviewed the summary points outlining pros & cons for moving to mid-term elections. At this stage the board preferred to retain the current board to ensure continuity for another 18 months, especially as it continues with the Ministry of Education loan repayment. Board can review again prior to the next 3 year election cycle. Agreed not to change to mid-term election in 2027.

5. In Committee

5.1 In Committee Board Time

Board moved to In Committee at 5.10pm

Board moved back to Public Meeting at 6.00pm

6. Board Operations & Financials

6.1 Financial Accounts

F&P Chair advised the Board that the Committee recommended deferring approval on the May financials until the Business Manager has returned from leave and reviewed.   The Committee did not have any specific concerns with the financials and noted that change in the financial position is in line with increased costs due to winter (heating etc).

6.2 July Health & Safety Reports

Board reviewed and discussed the Health & Safety reports

6.3 NCEA Student Data report

Board noted the report. Principal outlined the 7% increase in reading results on previous years and increased pass rate of students. The Principal further noted that the literacy programme is running well, with expected increased results by end of year.

7. General Business

7.1 EOTC Trip Proposal

Board reviewed the initial proposal for the Y11-13 Social Science trip to Cambodia/Vietnam in Mar 2027.   The Board questioned the entity running the trip and its previous experience in doing so. The Board raised concerns over the political and weather climate overseas at present and specified that any trip would need to be reassessed prior to actual travel to ensure it was a safe time to fly abroad.

Social Science EOTC Trip to Cambodia/Vietname 2027

That the Nelson College Board approve the initial proposal for an Social Sciences EOTC trip to Cambodia & Vietnam in March 2027, subject to final RAMS approval.

Decision Date: 2 Jul 2026
Outcome: Approved

7.2 Funding Requests

Mainland Foundation Funding Request

That the Nelson College Board applies to Mainland Foundation for funding to purchase a minivan, to the amount of $52,173.00 excl GST.

Decision Date: 2 Jul 2026
Outcome: Approved

Lion Foundation Funding Request

That the Nelson College Board applies to Lion Foundation for funding for coaching across our major sports programmes, to the amount of $40,000.00 excl GST.

Decision Date: 2 Jul 2026
Outcome: Approved

7.3 Board AI usage and AI Minutes

Discussed AI protocols and processes for NC Board member. Board confirmed the need to ensure the integrity of NC board packs and information. Board will trial AI minutes once available in BoardPro.

7.4 Board Operational Policies

Board Operational Policies -D1 Responsibilities of the Principal & D9 Concerns and Complaints Policy

That the Nelson College Board approve the following Board Operational Policies:

- D1 - Responsibilities of the Principal Policy
- D9 - Concerns and Complaints Policy

Decision Date: 2 Jul 2026

8. Close Meeting

8.1 Close the meeting

Next meeting: August Board hui - 20 Aug 2026, 5:00 pm
Next Meeting - Thursday 20th August @5.00pm in Principal's Office

SRees

Sarah Rees
21 Aug 2026

CONFIRMED MINUTES

MAY BOARD HUI

At the **July Board hui** on **2 Jul 2026** these minutes were **confirmed as presented.**

Name:	Nelson College
Date:	Thursday, 21 May 2026
Time:	5:00 pm to 7:40 pm (NZST)
Location:	Library - Nelson College, 67 Waimea Road, Nelson
Board Members:	Manoli Aerakis, Richard Washington, Sarah Rees (Chair), Tim Gall, Tim de Vries, Bridget Giesen, Catherine Staig, Dicky Smith, Isaac Milner
Attendees:	Jacqui Maitland
Apologies:	Andrew Murray
Guests/Notes:	

1. Welcome

1.1 Apologies

Apologies from Andrew Murray

1.2 Interest Register

No conflicts declared. No changes to Interest Register.

1.3 Declaration that members have reviewed material ahead of the meeting

Members confirmed that they have read the material ahead of the meeting.

2. Strategic Matters

2.1 Strategic Monitoring Report

Board reviewed the May report. When the 2027 Strategic Plan is finalised the key measures on monitoring report will need to be updated.

Discussed the ongoing challenges with attendance. New attendance management plan has been implemented and there have been increases from this.

A Year 9 & 10 Engagement Officer could be established to help focus on these students however this would require extra funding. Peer mentoring is in place to help support & engage Year 9s. Principal will discuss with SIBSNZ on tactics/tools they have implemented and had success with.

Noted that the relieving costs v budget has improved over the last 12 months.

Attendance Improvement Plan

Principal will discuss with SIBSNZ on tactics/tools to improve attendance they have implemented and had success with.

Due Date: 15 Sept 2026
Owner: Richard Washington

3. In Committee

3.1 In Committee Board Time

Board moved into In Committee at 6.30pm

Board moved back to Public Meeting at 7.30pm

4. Board Operations & Financials

4.1 March & April Financial Accounts

2026 March & April Financials & May report

The Nelson College Board approves the March & April 2026 financials and May Financial Report.

Decision Date: 21 May 2026
Outcome: Approved

Board discussed current market challenges and the need to monitor key areas such as the International market. Inflation and fuel prices have the potential to impact on the day school numbers for students who travel from out of school zone.

4.2 Annual Report 2025

Draft 2025 Annual Report

The Nelson College Board approves the draft 2025 Annual Report.

Decision Date: 21 May 2026
Outcome: Approved

Reviewed the draft Annual Report that will be submitted to Ministry of Education. Board thanked the Business Manager and team for their work on the report and audit. Presiding Member and Principal will sign the financials and Letter of Representation.

4.3 Schedule of Delegations

Schedule of Delegations

The Nelson College Board approve revised schedule of delegations.

Decision Date: 21 May 2026
Outcome: Approved

The members reviewed the updated Schedule of Delegations, noting the changes made. Agreed that no further updates required at this stage and confirmed their approval of the schedule.

4.4 Electricity Tender options

Board reviewed the proposal and agreed that further investigation/information is required before making a decision - there was limited information available regarding Maru and confirmation of details provided by them.

Members asked the Principal to provide the following information:

- per Kw price
- why not AOG - what is our current AOG price
- more information on the ownership and security of Maru
- what happens if assets are sold and consumption decreases

Discussed other options moving forward - including adding solar to decrease electricity usage. Moving forward the board would like to review what packages are available that provide more than just electricity. Is there an impact on pricing if we decrease our electricity usage? Agreed for Principal to discuss packages with MoE. Board requested that other proposals are sought at the same time that the AOG pricing is available so that it can make a full review and agreed to continue on a month to month basis with Meridan until then.

Electricity Tender

Principal to follow up to find the following information:

- per Kw price
- why not AOG - what is our current AOG price
- more information on the ownership and security of Maru
- what happens if assets are sold and consumption decreases?

Due Date: 28 May 2026
Owner: Richard Washington

Electricity Tender

That the Nelson College Board move forward on a month to month basis with Meridan until the AOG pricing is available.

Decision Date: 21 May 2026
Outcome: Approved

4.5 Financial Monitoring & Reporting Procedure

Financial Monitoring & Reporting Procedures

The Nelson College Board approves the Financial Monitoring and Reporting Procedures.

Decision Date: 21 May 2026
Outcome: Approved

Board members reviewed the revised Financial Monitoring and Reporting Procedures document and confirmed their approval.

4.6 March Health & Safety Reports

Board noted the monthly report and that more security cameras are needed to provide wider coverage of school areas.

Discussed should whether pastoral incidents by students should be noted on the report - Principal explained that these are tracked in the school's pastoral system.

4.7 Board Governance Policy Review

Board confirmed their review of the governance policy - not updates required.

5. General Business

5.1 2026 Student Representative Election

2026 Student Representative Election

The Nelson College Board appoints the Board Secretary, Jacqui Maitland (Board Secretary) as the Returning Officer for the 2026 NC Board Student Representative elections.

Decision Date: 21 May 2026
Outcome: Approved

Board agreed on the recommended Student Representative election schedule and to appoint the Board Secretary as the Returning Officer.

Tim Gall recommended that nominees are advised of NZSBA training opportunities, including workshop dates, if available.

5.2 Funding Requests

Funding Requests

The Nelson College Board approves the following funding requests:

1. Sports Balls across all major sports $18,577 – Mainland Foundation
2. Increase in Sports Coordinators hours - $10,833.75 – Mainland Foundation
3. Hockey & Football travel and accommodation for Nationals - $15,000 - NZCT
4. Volleyball Coach remuneration – $15,000 – Lion Foundation
5. Basketball travel and accommodation for SISS and NZSS $10,000 – Pub Charity

Decision Date: 21 May 2026
Outcome: Approved

Catherine Staig abstained from voting and noted some reservations around the use of funding sourced from pokie machines. Board noted her comments and discussed the funding sources. Board agreed that there were not any other funding sources available and that without the grant funding it would not be possible for students to do these activities.

5.3 Consent Agenda format proposal

Board Secretary outlined the proposed changed to adding a "consent agenda" section to the board agenda.

Board discussed the advantages of the format and noted that members will need to ensure they review the items in this section prior to the hui. If a member would like discussion on an item they are to make a request to the Presiding Member, outlining the reason for the discussion. It was agreed that the Health & Safety and NCEA/Academic data reports won't be included in this section.

Board will trial the format and review at next few hui to ensure the process is meeting the expectations.

5.4 NZ School Boards Association (NZSBA) nominations

Board noted the elections and that it does not have any nominations

6. Administration

6.1 Confirm Minutes

March Board hui 19 Mar 2026, the minutes were confirmed as presented.

6.2 Action List

Due Date	Action Title	Owner(s)
31 Mar 2026	Worksafe Reporting **Status:** Completed on 31 Mar 2026	Richard Washington
31 Mar 2026	NZSBA Conference **Status:** Completed on 24 Mar 2026	Jacqui Maitland
11 May 2026	Schedule of Delegation **Status:** Completed on 4 May 2026	Richard Washington, Tina van Dijk
20 Aug 2026	2026 Strategic Plan Review **Status:** In Progress	Richard Washington

No outstanding actions

6.3 Correspondence

Correspondence read and noted by Board

7. Standing Reports, Operational Matters for Board Noting

7.1 March & April 2026 Journal Reports

Noted

7.2 Ministry Project Update

Noted

7.3 Other Projects & Maintenance Update

Noted

7.4 School Assurances Term 1 2026

Noted

7.5 NCEA Student Data report

Discussion the data and increasing the results. Principal outlined that an Academic Deans would help to increase results. Board to review allocating funds for these positions (academic performance improvement) in next budget.

7.6 May Boarding Report

Noted

7.7 May International Report

Noted

7.8 Exit Survey Summary

The exit survey summary points were noted by members and they requested that an additional question be added -

"Is there anything else that we can do to improve Nelson College?"

7.9 SchoolDocs Updated Policies

Noted

7.10 Board Work Plan

Noted

7.11 Board Dates 2026

Noted

8. Close Meeting

8.1 Close the meeting

Next meeting: July Board hui - 2 Jul 2026, 5:00 pm
Isaac Milner left the meeting at 7.25pm

SRees

Sarah Rees
7 Jul 2026

CONFIRMED MINUTES

MARCH BOARD HUI

At the **May Board hui** on **21 May 2026** these minutes were **confirmed as presented.**

Name:	Nelson College
Date:	Thursday, 19 March 2026
Time:	5:00 pm to 7:10 pm (NZDT)
Location:	Library - Nelson College, 67 Waimea Road, Nelson
Board Members:	Richard Washington, Sarah Rees (Chair), Tim Gall, Tim de Vries, Bridget Giesen, Catherine Staig, Dicky Smith, Isaac Milner
Attendees:	Jacqui Maitland, Andrew Murray
Apologies:	Manoli Aerakis, Richard Smith
Guests/Notes:	Andrew Murray

1. Welcome

1.1 Department Report - International

Chris Hart, International Director, outlined the history of International students during his time at Nelson College and the current situation, challenges and marketing plans.

1.2 Election - Presiding Member

Election of Presiding Member & Deputy Presiding Member

Presiding Member: Sarah Rees elected - no other nominations.

Deputy Presiding Member - Tim de Vries elected - no other nominations.

1.3 Apologies

Apologies from Manoli Aerakis & Dicky Smith accepted.

1.4 Interest Register

No conflicts declared.

1.5 Declaration that members have reviewed material ahead of the meeting

Board members declared they had read the papers prior to the meeting.

2. Strategic Matters

2.1 Strategic Monitoring Report

Discussed the report - no concerns at this rate. Quarterly Rocks to be updated by Principal for May hui.

Revised strategic plan is in progress and should be presented to the Board at the May hui.

3. In Committee

3.1 In Committee Board Time

Board moved into In Committee at 5.42pm

Board moved back to Public Meeting at 6.40pm.

4. Board Operations & Financials

4.1 February Financial Accounts

Board noted the Financial Report and February financials. Principal commented that student numbers at March 2026 were under but close to the predicted numbers used in setting the budget - there will be minimal impact from this.

Several Capex expenditures have been approved, which is helping to improve conditions and facilities.

F&P Committee will continue to monitor the financials & potential risks, especially in the current economic situation - a reforecast is due for the May Board hui. The Committee will review the April Financials as soon as they are available.

March Financial Report and February 2026 Financials

That the Nelson College Board approve the March Financial Report & February 2026 Financials.

Decision Date: 19 Mar 2026
Outcome: Approved

4.2 Prep School Fees 2027

Prep Fees 2027

The Nelson College Board approved increase in Prep tuition fees to $12,250 for Year 7 students in 2027.

Decision Date: 19 Mar 2026
Outcome: Approved

Recommendation from the F&P Committee is to approve the proposed Prep School fees for 2027. This is based on current market comparisons and CPI. The Committee has agreed that a review at some stage is required to determine if increases need to be higher than market and/or CPI.

4.3 Boarding Fees 2027

2027 Boarding Fees

The Nelson College Board approved an increase in boarding fees to $17,500 for 2027

Decision Date: 19 Mar 2026
Outcome: Approved

The F&P Committee reviewed the proposed Boarding Fees and their comparativeness to other similar boarding schools. The Committee is mindful of the need to monitor significant increases in inflation, especially with the current world financial situation.

Recommendation from the Committee is to increase the fees as proposed.

4.4 Schedule of Delegations

The F&P Committee reviewed a revised schedule and has requested further amendments.

Principal and Business Manager will make these amendments and an updated Schedule will be tabled at the May F&P Committee hui.

4.5 March Health & Safety Reports

Board noted the Health & Safety reports for March 2026.

No major issues or concerns with the reports - though the Board noted the hospitalisation of a staff member. A close call at which staff reacted well and a thorough review has been done in response.

Board agreed that reporting to Worksafe would be best practice.

Reporting of staff medical incident to Worksafe

Principal to report staff medical incident to Worksafe

Due Date: 31 Mar 2026
Owner: Richard Washington

5. General Business

5.1 Draft Board Operational Policies

Board Operational Policies

The Nelson College Board approved the D4.2 Financial Planning & Condition Policy.

The Nelson College Board approved the D4.3 Asset Protection Policy, with the additional Expectation of "The Principal to complete a biennial review of the Asset Register and provide the Board with an assurance that this has been completed."

Decision Date: 19 Mar 2026
Outcome: Approved

Discussed the regularity of asset register reviews and agreed that this is to be completed biennially by the Principal. The Principal to provided a biennial assurance to the Board following the review. Policy to be amended with this additional expectation.

5.2 NZSBA Conference

Board discussed attendance for this conference and agreed that Presiding Member and Deputy Presiding Member should attend. Other members are welcome to also attend.

NZSBA Conference

Board Secretary to register Presiding Member and Deputy Presiding Member for the NZSBA Conference and book travel.

Due Date: 31 Mar 2026
Owner: Jacqui Maitland

6. Administration

6.1 Confirm Minutes

February Board hui 19 Feb 2026, the minutes were confirmed as presented.

6.2 Action List

Due Date	Action Title	Owner(s)
11 May 2026	Schedule of Delegation **Status:** Completed on 4 May 2026	Richard Washington, Tina van Dijk

Noted Action List - no issues

6.3 Correspondence

Noted correspondence.

7. Standing Reports, Operational Matters for Board Noting

7.1 Good Employer Report - March 2026

Noted - no issues

7.2 Board Work Plan

Discussed combined NC/NCG hui. Presiding Members/Principals to review and confirm.

7.3 March 2026 Journal Report

Board noted that the Principal has sighted the March Journal Report

7.4 Ministry Project Update

Updates on the Ministry Projects noted. Board commented that it was great to have the new basement toilets completed.

7.5 Other Project Update

Noted and no issues.

7.6 March Boarding Report

Noted

7.7 March International Report

Noted

7.8 Board Dates 2026

Board noted that a Strategic Plan review against budget needs to be held prior to the budget planning - preferably in August.

2026 Strategic Plan Review

Principal to provide updated Strategic Plan v budget for review, preferably by August board hui

Due Date: 14 May 2026
Owner: Richard Washington

8. Close Meeting

8.1 Close the meeting

Next meeting: May Board hui - 21 May 2026, 5:00 pm

Approved decisions made between meetings

Signatures required for contracts executed by Nelson College Board

Contracts to be executed by the Board require a minimum of two Board members' signatures

7 Supported: Catherine Staig , Isaac Milner , Manoli Aerakis , Richard Washington , Sarah Rees , Tim de Vries , Tim Gall

0 Opposed:

0 Abstained:

Decision Date: 16 Mar 2026
Outcome: Approved

Next meeting - May 21st@5.00pm

SRees

Sarah Rees
26 May 2026

CONFIRMED MINUTES

FEBRUARY BOARD HUI

At the **March Board hui** on **19 Mar 2026** these minutes were **confirmed as presented.**

Name:	Nelson College
Date:	Thursday, 19 February 2026
Time:	4:30 pm to 7:55 pm (NZDT)
Location:	Library - Nelson College, 67 Waimea Road, Nelson
Board Members:	Bridget Giesen, Richard Washington, Richard Smith (Chair), Sarah Rees, Manoli Aerakis, Tim Gall, Tim de Vries, Isaac Milner
Attendees:	Jacqui Maitland, Andrew Murray
Apologies:	Catherine Staig
Guests/Notes:	Andrew Muarry

1. Welcome

1.1 Tour of College Grounds (Campus Vision focus)

Board toured the College to review the current works in progress & main areas identified under the Master Plan.

1.2 Apologies

Apologies - Catherine Staig

1.3 Interest Register

No conflicts declared for this hui.

Manoli advised that TDC Enterprise & Investment Committee interest no longer applies. Board Secretary to update Interest Register.

1.4 Election of Positions/Committees

Presiding Member

Richard Smith nominated by Manoli Aerakis. Sarah Rees nominated by Bridget Giesen. Board held a vote - tied. Board agreed to elect Richard Smith for 6 months and then Sarah Rees will become Presiding Member for remaining 6 months (July 2nd).

Deputy Presiding Member - No change - Sarah Rees

Finance & Property Committee - No change - Manoli Aerakis, Bridget Giesen, Tim Gall, Sarah Rees

NCTF members - No change - Tim Gall, Sarah Rees

NCOBA representative (non executive role) - No change - Tim Gall

1.5 Annually Reviewed Key Documents

Schedule of Delegation

Principal & Business Manager to review Schedule of Delegation and update as required. Comments section to be reworded to provide better information and validity. Revised Delegation to be tabled to March F&P Committee hui

Due Date: 11 Mar 2026
Owners: Richard Washington, Tina van Dijk

Annually Reviewed Documents

Board approved the annually reviewed documents as follows:

- Code of Conduct
- Timetable Policy
- Disciplinary Committee Terms of Reference
- F&P Committee Terms of Reference, subject to amending delegation amount to $50,000.00.

Decision Date: 19 Feb 2026
Outcome: Approved

Board reviewed the Annually Reviewed Documents as tabled.

Agreed that the F&P Committee should review the current Schedule of Delegations values and reword the comments. Revised Schedule to be presented at the March Board hui. Schedule to be signed by 2 board members annually.

Noted that the Schedule to reviewed annually by the F&P Committee prior to the first Board hui of each year.

- Code of Conduct - reviewed & no changes
- Timetable Policy - reviewed & no changes
- Schedule of Delegations - see notes above.
- Terms of Reference -
  - Finance & Property Committee - reviewed, agreed to increase delegation amount to $50,000.00
  - Disciplinary Committee - reviewed and no changes

1.6 Declaration that members have reviewed material ahead of the meeting

Declaration confirmed by board members

2. Strategic Matters

2.1 Strategic Monitoring Report & Draft Strategic Plan 2026-2029

Board noted report and draft strategic plan.

Milestones will be replaced by "dimensions". Once plan is finalised then quarterly rocks on the monthly strategic plan will be reviewed and updated.

Staff are currently working through actions points for each dimension. Final draft strategic plan will be tabled to Board.

3. Board Operations & Financials

3.1 December Financial Accounts

Noted - no issues or concerns at this stage. F&P Committee has agreed to complete a reforecast in May.

December Financials and February Financial Report

That the Nelson College Board approve the December Financials and February Financial Report

Decision Date: 19 Feb 2026
Outcome: Approved

3.2 Attendance Management Plan

Attendance Management Plan

That the Nelson College Board approved the draft Attendance Management Plan.

Decision Date: 19 Feb 2026
Outcome: Approved

Board reviewed & approved the draft Attendance Management Plan (AMP).   An AMP is now required by MoE regulations and a copy will be on the NC website, along with the relevant SchoolDoc policy.

3.3 International Fees 2027

2027 International Fees

That the Nelson College Board approves 2027 International Fees remaining the same as 2026.

Decision Date: 19 Feb 2026
Outcome: Approved

The International Director has reviewed fees at other schools and prepared a recommendation to freeze the fees for 2027, based on market feedback and these fees.

Board noted recommendation from F&P Committee to maintain the same International Fees for 2027 and agreed to hold the fees for 2027.   T

3.4 Board Operational Policies - draft

Board Operational Policies

That the Nelson College Board approves the Board Operational Polices - Child Protection Policy and Protection & Sharing of Intellectual Property Policy

Decision Date: 19 Feb 2026
Outcome: Approved

Board reviewed and approved the 2 new Board Operational Policies.

3.5 Draft Board Exit Survey

Board Exit Survey

That the Nelson College Board approves the draft Nelson College Board Exit Survey, with the addition of a final question - "Is there anything else you would like to add".

Decision Date: 19 Feb 2026
Outcome: Approved

Board reviewed the draft exit survey for Board members. Agreed to add a final questions - "Is there anything else you would like to add?". Survey approved, subject to adding final question.

3.6 Triennial Board Work Plan

Board reviewed the new Board Work Plan - this is now a triennial review programme. Agreed to move strategic plan review from December to August each year.

3.7 February Health & Safety Reports

Noted - no major incidents or concerns from the report.

4. General Business

4.1 NCEA Results for 2025

Board reviewed and discussed the NCEA results for 2025. Results are below targets in most areas - Principal outlined that a number of factors have influenced the results.

SLT have setup Literacy & Numeracy classes to support Y11 & Y12 students to achieve their full results. Testing for Y9 & Y10 has been introduced.

Faculties will report to SLT in March following reviews of their departments. Regular updates for 2026 NCEA progress will continue to be tabled at each Board hui.

4.2 EOTC Application Form - Ngā Aho Rau Japan Trip

EOTC Application - Ngā Aho Rau

That the Nelson College Board approved the initial EOTC application for the Ngā Aho Rau trip to Japan.

Decision Date: 19 Feb 2026
Outcome: Approved

Board reviewed the application - no issues. Final RAMS must be submitted for board approval before travel.

5. In Committee

5.1 In Committee Board Time

The Board moved into In Committee at 6.55pm

Board moved back to public meeting at 7.45pm

6. Administration

6.1 Confirm Minutes

December Board hui 9 Dec 2025, the minutes were confirmed as presented.

Board confirmed the 9 December 2025 Board hui minutes

6.2 Action List

Due Date	Action Title	Owner(s)
10 Dec 2025	Financial Check **Status:** Completed on 9 Dec 2025	Jacqui Maitland

Noted Action List - all items completed

6.3 Correspondence

Board noted the correspondence.

7. Standing Reports, Operational Matters for Board Noting

7.1 November & December 2025 Journal Reports

Noted - the Tumuaki confirmed that he has sighted the November & December journal reports. No issues were noted.

7.2 Ministry Project Update

Noted - most projects are progressing well, as observed during the tour prior to the hui. Board noted the delays in the A block roofing project. Tumuaki & Business Manager are working through the contingency and updates as they occur.

7.3 Other Project Update

Board noted the project update and the good progress or completion of these. Good reports on the improvements at Mataki Lodge

7.4 Maintenance and Capital Expenditure over Christmas

Noted - no concerns raised by the Board.

7.5 February Boarding Report

Noted - Boarding continues to track well for the start of year and the Board noted that there is strong marketing scheduled for the year.

7.6 NC Student - 2025 Destination Data

Noted

7.7 Staff Departure Data

Noted - no concerns raised by the Board. Most departures are inline with expectations of staff turnover.

7.8 New SchoolDocs Policy - Generative AI

Noted - this is a new policy developed by SchoolDocs. SLT have reviewed the policy and discussed with staff. The policies has been completed with the Nelson College specific details, where possible.

8. Close Meeting

8.1 Close the meeting

Next meeting: March Board hui - 19 Mar 2026, 5:00 pm

Approved decisions made between meetings

Pub Charity Grant Funding Application

That the Nelson College Board applies to Pub Charity for sports balls (match quality) across all major sports to the value of $18,577.39 excl GST.

6 Supported: Isaac Milner , Manoli Aerakis , Richard Washington , Sarah Rees , Tim Gall ,
Richard Smith - Support docs and SLT approval next time please if required

0 Opposed:

0 Abstained:

Decision Date: 17 Dec 2025
Outcome: Approved

NZCT Grant Funding Application

That the Nelson College Board applies to NZCT for a basketball shooting machine to the value of $7,391.30 excl GST.

6 Supported: Isaac Milner , Manoli Aerakis , Richard Smith , Richard Washington , Sarah Rees , Tim Gall

0 Opposed:

0 Abstained:

Decision Date: 17 Dec 2025
Outcome: Approved

Tim de Vries left the meeting at 7.00pm

SRees

Sarah Rees
20 Mar 2026