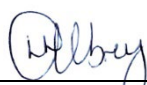


MINUTES OF THE SCHOOL BOARD MEETING HELD ON MONDAY 23 SEPTEMBER 2024 AT 5:30PM IN THE BOARDROOM

PRESENT:	Lauren Albrey, Principal Karen Brinsden, Garry Larsen, Ian Marshall, Vonja Young, Billyjo Flesher-Martin, Nicola Troughear, Tiffany Chan, Hannah Ghiyath, and Sarah Madden.																						
APOLOGIES:																							
VISITORS:	Associate Principal Kerrie Holmes, Business Manager Diedré Lane, Michelle Lodge Head of Languages.																						
WELCOME:	<p>5:30pm the Presiding Member opened the meeting.</p> <p>The Presiding Member also welcomed the new Student Representative on the Board, Hannah Ghiyath, who will be taking over from Tiffany Chan. The Board thanked Tiffany for her two-year tenure on the Board and wished her well for the remainder of her final year at the school.</p>		L Albrey																				
1. CONFLICTS OF INTEREST:	Nil.		L Albrey																				
2. MINUTES:	<p>With no changes or omissions noted, the Minutes of the last meeting dated Monday 26 August 2024 were taken as read. There were no further comments or matters arising.</p> <p><i>Motion: The Presiding Member proposed acceptance of the minutes, seconded by G Larsen with all in favour.</i></p>		L Albrey																				
3. ACTIONS FROM PREVIOUS MINUTES:	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #fff9c4;">Action</th> <th style="background-color: #fff9c4;">Who</th> <th style="background-color: #fff9c4;">Update</th> </tr> </thead> <tbody> <tr> <td>Write to MOE to advise that BDSC Property staff should be included in all PCG Project meetings for the remediation project.</td> <td>I Marshall</td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Action	Who	Update	Write to MOE to advise that BDSC Property staff should be included in all PCG Project meetings for the remediation project.	I Marshall																	
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4. PRESENTATION:	<p>LANGUAGES PRESENTATION</p> <p>Ms. Lodge presented the Languages Learning Area Report to the Board. The Vision of the Learning Area is for students to have an authentic language experience, opportunity for cultural experiences and academic success. Enhancement opportunities include both in class activities and out of class experiences in French, Japanese and Te Reo Māori classes between Year 9 and Year 13 and Chinese classes for Year 12 and Year 13.</p> <p><i>From 2025 the Languages Learning Area will comprise of the following subjects:</i></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th colspan="4" style="background-color: #003366; color: white; padding: 5px;">Choose from two Year 9 French (9FRE) or Japanese (9JPA) or Te Reo Māori (9MAO) or Chinese (9CHI, pilot for 2025) two terms each.</th> </tr> <tr> <td style="background-color: #d9ead3;">Level 10 Te Reo Māori (10MAO)</td> <td style="background-color: #d9ead3;">Year 10 French (10FRE)</td> <td style="background-color: #d9ead3;">Year 10 Japanese (10JAP)</td> <td></td> </tr> <tr> <td style="background-color: #d9ead3;">Level 1 Te Reo Māori (1MAO)</td> <td style="background-color: #d9ead3;">Level 1 French (1FRE)</td> <td style="background-color: #d9ead3;">Level 1 Japanese (1JAP)</td> <td></td> </tr> <tr> <td style="background-color: #d9ead3;">Level 2 Te Reo Māori (2MAO)</td> <td style="background-color: #d9ead3;">Level 2 French (2FRE)</td> <td style="background-color: #d9ead3;">Level 2 Japanese (2JAP)</td> <td style="background-color: #f4cccc;">Level 2 Chinese (2CHI)</td> </tr> <tr> <td style="background-color: #d9ead3;">Level 3 Te Reo Māori (3MAO)</td> <td style="background-color: #d9ead3;">Level 3 French (3FRE)</td> <td style="background-color: #d9ead3;">Level 3 Japanese (3JAP)</td> <td style="background-color: #f4cccc;">Level 3 Chinese (3CHI)</td> </tr> </table>		Choose from two Year 9 French (9FRE) or Japanese (9JPA) or Te Reo Māori (9MAO) or Chinese (9CHI, pilot for 2025) two terms each.				Level 10 Te Reo Māori (10MAO)	Year 10 French (10FRE)	Year 10 Japanese (10JAP)		Level 1 Te Reo Māori (1MAO)	Level 1 French (1FRE)	Level 1 Japanese (1JAP)		Level 2 Te Reo Māori (2MAO)	Level 2 French (2FRE)	Level 2 Japanese (2JAP)	Level 2 Chinese (2CHI)	Level 3 Te Reo Māori (3MAO)	Level 3 French (3FRE)	Level 3 Japanese (3JAP)	Level 3 Chinese (3CHI)	M Lodge
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5. FINANCE:	<p>Finance Report:</p> <p>The Finance Report for month end of August 2024 was taken as read.</p> <p><i>Motion: The Presiding Member moved that the Finance Report be accepted, seconded by G Larsen with all in favour.</i></p> <p>A new ASB Bank account has been set up for construction retention funds as schools must comply with new requirements of the 2023 Amendment Act from 5 October 2023. All 5YA contract retentions need to be transferred into this new bank account to hold retention money.</p> <p>The Interim Audit is booked from 31 October to 1 November. We are awaiting the new three-year audit proposal as general feedback says that audit fees for schools are expected to increase by 60%.</p> <p>New Budget templates have been updated and shared with all Budget Holders.</p>		D Lane																				

	<p>The New Era Development Plan for 2025 has been carefully reviewed and amended. The new Gym AV Equipment is a separate capital expense in the Budget as this is subject to the remedial work.</p> <p><i>Motion: The Business Manager moved that the 2025 New Era Business Development Plan be accepted, seconded by L Albrey with all in favour.</i></p> <p>Accounts for Payment:</p> <p>The Business Manager put forward that the payments for August \$1,036,093.10 be approved.</p> <p><i>Motion: The Business Manager recommended ratification of the monthly payments, seconded by G Larsen with all in favour.</i></p> <p>In the Management Summary, the Sports Department is running at a deficit in the Budget due to rugby sponsorship yet to be received, increased van hire costs, with both school gyms being out of action and outstanding student fees. The International Department is in surplus, with student enrolment numbers increasing by the day.</p>	
<p>6. PROPERTY:</p>	<p>Property Report:</p> <p>The Property Report for month end of August 2024 was taken as read.</p> <p><i>Motion: The Presiding Member moved that the Property Report be accepted, seconded by G Larsen with all in favour.</i></p> <p>Remedial work has started, scaffolding is being installed. Still in the process of finalizing the construction programme.</p> <p>The Property Committee to write to MOE to advise that BDSC Property staff should be included in all PCG Project meetings for the remediation project.</p> <p>There is a Council inspection of the new gym on Tuesday 24 September to seek an extension to the CPU. Once we know the status of this, we will be applying for a CPU extension.</p> <p><i>5YA Projects update:</i></p> <ul style="list-style-type: none"> • Lighting Replacement – commencing September/October School Holidays. • Fire Panel Upgrade – commencing in December School Holidays. • Boiler Pipes – in progress. • Old Gym Changing Rooms – in progress. • Security Upgrade commences in September/October School Holidays. 	<p><i>D Lane</i></p>
<p>7. HEALTH & SAFETY:</p>	<p>Nothing to report.</p>	<p><i>K Brinsden</i></p>
<p>8. PRINCIPAL'S REPORT:</p>	<p>The Principal's Report was taken as read.</p> <p><i>Motion: The Principal moved that the Principal's Report be accepted, seconded by G Larsen with all in favour.</i></p> <p><i>Careers Pathways Proposal for 2025 and beyond</i></p> <p>Proposal put forward from the Head of Careers Department to request an additional Careers Advisor due to increasing roll numbers. This position is a regraded position and will only be advertised internally.</p> <p><i>Motion: The Principal moved that the request for an additional Careers Advisor be accepted, seconded by L Albrey with all in favour.</i></p> <p><i>Enrolment numbers</i> are increasing for next year. Week 7 of this term we held two enrolment interview sessions with future Year 9 students, another round of interviews is scheduled for next term. Our Year 9 roll for 2025 is already in excess of what we would typically have mid-year of the following year. International student enrolments for next year are growing by the day. Our roll count as of 2 September has a total of 1,914 students.</p> <p><i>Senior Award Ceremonies</i></p> <p>This year due to construction the senior award ceremonies are going to be held on Wednesday 30 October, Year 12 at 1:00pm and Year 13 at 7:00pm at the St Columba Church on Ti Rakau Drive, Botany Downs.</p>	<p><i>K Brinsden</i></p>

	On Friday 1 November the Year 13 graduation celebration will also be at St Columba Church starting at 1:00pm and following with an afternoon tea. The Year 11 award ceremony is planned for Friday 22 November and will be at the college.				
9. STRATEGIC PLAN:	The Annual Plan is kept up to date via the live link for SLT and the Board. The continuous report with actions is date stamped as appropriate. One major action for this year is the MOE Weathertightness Remedial Project. The impact of this ongoing project is time consuming and challenging. The delayed start due to the contract not being signed between parties (MOE and the Contractor FORM) means there is a flow on effect that has yet to be truly recognised.			<i>K Brinsden</i>	
10. BOARD COMMITTEE REPORTS:	9.1	Disciplinary Committee: There were five suspensions and three of these students were excluded this month.		<i>G Larsen</i>	
	9.2	Property Committee: Refer to Property Report.		<i>I Marshall</i>	
	9.3	Personnel Committee: Refer to In-Committee Minutes.		<i>L Albrey</i>	
11. CORRESPONDENCE:	Refer to Principal's Report				
12. EOTC TRIPS:	Trip Name		Location	Dates	TIC
	Premier Mixed Touch Nationals		Rotorua	5-9 December	Julie Mahar
13. NEW ITEMS:	Refer to the Principal's Report.				
MEETING CLOSED:	With no further items to discuss, the meeting closed at 8:16pm.			<i>L Albrey</i>	
UPCOMING EVENTS:	Wednesday 30 October		Year 12 Awards Ceremony		
	1:00pm		Year 13 Awards Ceremony		
	7:00pm		St Columba Church, Botany		
	Venue				
	Friday 1 November		Year 13 Graduation Celebration, followed by afternoon tea.		
	1:00pm		St Columba Church, Botany		
Venue					
Friday 15 November		Staff Only Accord Day			
Friday 22 November		Year 11 Awards Ceremony			
Tuesday 10 December		Year 10 Awards Ceremony			
9:00am		Year 9 Awards Ceremony			
1:00pm					
Venue					
NEXT MEETING:	Tuesday 29 October – 5:30PM.				



SIGNATURE OF PRESIDING MEMBER

Mrs Lauren Albrey

DATED 29 October 2024.