

MINUTES OF THE SCHOOL BOARD MEETING HELD ON MONDAY 26 FEBRUARY 2024 AT 5.30PM IN THE BOARDROOM

PRESENT:	Lauren Albrey, Ian Marshall, Vonja Young, Billyjo Flesher-Martin, Karen Brinsden, Nicola Troughear, Tiffany Chan and Yvonne de Graaf.		
APOLOGIES:	Garry Larsen.		
VISITORS:	Business Manager Diedré Lane, Associate Principal Kerrie Holmes.		
WELCOME:	At 5.30pm the Presiding Member opened the meeting.	<i>L Albrey</i>	
1. CONFLICTS OF INTEREST:	Nicola Troughear is Presiding Member at Pakuranga College.	<i>L Albrey</i>	
2. PRESIDING MEMBER	<i>Motion: The Principal nominated Lauren Albrey as the 2024 Presiding Chair, seconded by Vonja Young with all in favour.</i>	<i>K Brinsden</i>	
3. MINUTES:	With no changes or omissions noted, the minutes of the last meeting dated Monday 27 November 2023 were taken as read. There were no further comments or matters arising. <i>Motion: The Presiding Member proposed acceptance of the minutes, seconded by Ian Marshall with all in favour.</i>	<i>L Albrey</i>	
4. ACTIONS FROM PREVIOUS MINUTES:	Action	Who	
	Update		
	1. Explore how gender diversity and inclusion rights can be incorporated into the school uniform.	K Brinsden	Long winter pants could be worn in Terms 2-3 by all year levels once stock is available next year. <i>Motion: The Principal recommends that winter pants be available to Year 11s in Terms 2-3 this year, and include Years 9-10 in Terms 2-3 from next year, seconded by Billyjo Flesher-Martin with all in favour.</i>
	2. Revenue from advertising on outside screen.	K Brinsden	Meeting with Newmarket Principal soon so will ask how they get around advertising on their very visible screen.
	3. Salesforce, new MOE platform for property led projects and actions.	K Brinsden	Will find out more information about it before delegating authorities.
	4. New gym opening	K Brinsden	This event on Friday 22 March has been cancelled due to the floor problem. Hon. Chris Luxon will need 3 months' notice for any future dates.
5. FINANCE:	<p>Finance Report: The Finance Report for November and December 2023 and January 2024 was taken as read. <i>Motion: The Presiding Member moved that the Finance Report be accepted, seconded by Ian Marshall with all in favour.</i></p> <p>Cheque Register: The Business Manager put forward that the payments for the below months be approved:</p> <ul style="list-style-type: none"> • November 2023 - \$833,013.36. • December 2023 - \$928,346.70. • January 2024 - \$754,438.18. <p><i>Motion: The Business Manager recommended ratification of the monthly payments, seconded by Lauren Albrey with all in favour.</i></p> <p>Depreciation: <i>Motion: The Business Manager recommended that the current depreciation rates be carried over to 2024, seconded by Lauren Albrey with all in favour.</i></p>		<i>D Lane</i>

	<p>Financials: Currently preparing journals and reconciling. Once Year End has finished, the Board will receive an accurate account of the financials.</p> <p>New Gym: The final Financial Report for the gym was shared in December. It cost \$7,359,221. We are approximately \$9,000 over budget. Retention is included. <i>Motion: The Business Manager requests approval of \$1,000 Koha for gym blessing, seconded by Nicola Troughear with all in favour.</i></p>	
<p>6. PROPERTY:</p>	<p>Property Report: The Property Report for December 2023 and January 2024 was taken as read. <i>Motion: The Presiding Member moved that the Property Report be accepted, seconded by Karen Brinsden with all in favour.</i></p> <p>Weathertightness Project: The scope of work was presented at the last Weathertightness meeting and the tender for contract was closed. MOE would like us to sign the design off, but they haven't been able to answer our questions and some of their interior design proposals are questionable.</p> <p>Decantment is still an issue with ongoing discussions and proposals. We have not received any timelines for this project and the proposed June start date hasn't been confirmed. There is still no commitment regarding the Boiler Pipework project.</p> <p>5YA Projects: Have received proposals from Watershed, Frequency and Milne Projects with a huge variance in quotes. All have different qualities and levels of experience. Milne Projects has an advantage because they are currently working for Pakuranga College and Macleans College. <i>Action: The Business Manager will speak to Milne Projects about their proposed costs and check their references from Macleans. If the Business Manager and Principal are satisfied with the information received, an electronic motion will be put to the Board recommending Milne Projects.</i></p> <p>The Presiding Member thanked Diedré for all the work she has done. Diedré Lane left the meeting at 6.25pm.</p>	<p>D Lane</p>
<p>7. HEALTH & SAFETY:</p>	<p>Enrolment Numbers: There has been a surge in Y10-13 enrolments in many Auckland schools. Our concern is our class numbers; they are too high. We have adjusted some practices to accommodate the large number of students on campus. The lack of English (or in some cases no English) from in zone domestic students is very challenging. We have increased support in the EAL department, but it is still not enough. We are thinking of having separate reception classes for those domestic students with no English – this will be considered for 2025.</p>	<p>K Brinsden</p>
<p>8. PRINCIPAL'S REPORT:</p>	<p>The Principal's Report was taken as read. <i>Motion: The Presiding Member moved for acceptance of the Principal's Report, seconded by Ian Marshall with all in favour.</i></p> <p>Government's Cellphone Regulations: New regulations will be enforced from Term 2. Our concern is that students need to check their phones for important messages from home or their employer. From the feedback we have received, students will find it hard to accept the new rules.</p>	<p>K Brinsden</p>

	<p>NCEA Results: Decile funding has been replaced by EQI (Equity Quality Index). This means the higher the numbers, the higher the need, the more funding you receive. Each school has different socio needs and requirements so we are not sure how this new system will work for some communities.</p> <p>We have increased our AOV targets for higher pass rates. The Careers survey helps us work out what we need. Looking at recruiting from overseas to fill the gaps within the NZ system.</p> <p>Scholarship results are pleasing. We need to look at something for the scholarship teachers as most of the work they put into tutoring these students is outside of timetabled classes.</p> <p>New Gym Blessing: Thank you to those who attended the ceremony. The interaction we had with our iwi was very enjoyable. We thank Matua Martin (Manurewa), Taini Drummond (Owairoa Matariki Marae) and John Dobson.</p> <p>YoungLife Youth Workers: Mike Turinsky founded the YoungLife Youth Workers programme in schools. He recently resigned from this project to start another 'Men in Need'. We will acknowledge the work he has done within our community with a morning tea.</p> <p>Strategic Planning Retreat: Dates for this year's strategic retreat to be discussed at our next meeting.</p> <p>International Fees: Looking at increasing our international fees but keeping them slightly under Macleans College. <i>Motion: The Directors of International Students propose the 2025 tuition fees increase to \$20,500 per year with an administration fee of \$2,000, and our homestay payments increase to \$370 per week, seconded by Lauren Albrey with all in favour.</i></p> <p>Glenfield College: As President of the Auckland Secondary Schools Principal's Association (ASSPA), I acknowledge the passing of Principal Paul McKinley. We have extended our support to his team during this tough time.</p> <p>Policy Ratification: <i>Motion: The Presiding Member recommended the ratification of the Delegation of Authority and Resolution of Delegation of Authority policies, seconded by Nicola Troghear with all in favour.</i></p> <p>Delegations of Authority:</p> <ul style="list-style-type: none"> • Deputy Presiding Chair. <i>Motion: The Principal nominated Ian Marshall, seconded by Nicola Troghear with all in favour.</i> • Property Committee Chair – Ian Marshall. • Personnel Committee Chair – Lauren Albrey. • Disciplinary Committee Chair – Garry Larsen. • 2024 Returning Officer – Yvonne de Graaf. 	
<p>9. STRATEGIC PLAN:</p>	<p>As per Principal's Report.</p>	<p>K Brinsden</p>

10. BOARD COMMITTEE REPORTS:	11.1	Disciplinary Committee: Nil.	-														
	11.2	Property Committee: Refer to Property Report.	<i>I Marshall</i>														
	11.3	Personnel Committee: Nothing to report this month.	<i>K Brinsden</i>														
11. CORRESPONDENCE:	OIA Request: An ex-student from NaeNae College has sent the same OIA to many, if not all, colleges. We will reply that the cost will be \$38 per hour to pull the information together as well photocopying for printing hard copies. No digital copies will be sent. Total cost would be \$750.																
12. EOTC TRIPS:	No issues with our Year 9 camps except for Koru who had one student dare another to set the fire alarm off.																
13. NEW ITEMS:	<p>Principal's Appraisal: This process has been replaced by a Principal's Growth Cycle (PGC) which includes a few local Principals and one from Wanaka. The Principal is also utilising the Principal's Wellbeing Fund (2023-2024) of the collective.</p> <p>ASSPA: The Principal acknowledges that getting called out of meetings to do with ASSPA has a flow on affect to Associate Principal Kerrie Holmes.</p>																
MEETING CLOSED:	With no further items to discuss, the meeting closed at 7.22pm.		<i>L Albrey</i>														
UPCOMING EVENTS:	<table border="1"> <tr> <td>Monday 4 to Friday 8 March</td> <td>Sea Week</td> </tr> <tr> <td>Thursday 7 March</td> <td>Swimming Sports</td> </tr> <tr> <td>Friday 8 March</td> <td>Mufti Day (Environment)</td> </tr> <tr> <td>Sunday 10 March to Monday 8 April</td> <td>Ramadan</td> </tr> <tr> <td>Monday 18 to Friday 22 March</td> <td>Summer Tournament Week</td> </tr> <tr> <td>Wednesday 20 to Saturday 23 March</td> <td>Polyfest</td> </tr> <tr> <td>Sunday 24 March</td> <td>20 Year Reunion</td> </tr> </table>			Monday 4 to Friday 8 March	Sea Week	Thursday 7 March	Swimming Sports	Friday 8 March	Mufti Day (Environment)	Sunday 10 March to Monday 8 April	Ramadan	Monday 18 to Friday 22 March	Summer Tournament Week	Wednesday 20 to Saturday 23 March	Polyfest	Sunday 24 March	20 Year Reunion
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NEXT MEETING:	Monday 25 March 2024 at 5.30pm at BDSC																



SIGNATURE OF PRESIDING MEMBER
Mrs Lauren Albrey

25 March 2024

DATED