

**NORTHCROSS INTERMEDIATE SCHOOL  
BOARD OF TRUSTEES  
22 JUNE 2021**

**PRESENT:** Jonathan Tredray (Principal), Kevin Faulkner (Executive Officer), Lynne Potts (Board Secretary), Jill Haslam (Deputy Principal), Wendy Naidu (Deputy Principal), Christina England (Deputy Principal), Marc Rowlinson (Staff Representative), Annamaria Maclean (Appointed Acting Chairperson as Jared Cuff is held up) Tania Wansink, Gavan Brunton, Stephen Murray.

**MEETING STARTED AT:** 6.00 p.m.

Annamaria welcomed everyone to the meeting.

**PRESENTATION:** Juliet Hamblyn Associate Principal of Puriri Team, presenting on PBL. PBL stands for Project Based Learning. The students have all been learning about Tiny Houses to help solve the Auckland housing crisis. This has been a very collaborative approach to learning and the idea for this came from a PD that was recently held in Dunedin. The unit has been called "Bursting at the Seams" and Tiny Houses may provide a possible solution to this issue. Students have both designed and built a tiny house, students have also produced blueprints. A Puriri learner shows respect, is collaborative and inclusive and demonstrates a growth mindset. The project has involved the wider community, involving visits from architects, chartered building surveyors and building designers before the students embarked on their projects. All five classes have discussed their projects in depth and the year 7's and year 8's have formed teams. The students learning while completing this unit has involved both literacy and numeracy. The Puriri team is going to be holding an open afternoon and evening to display their models. Feedback mentioned from parents is that their children have been very engaged in their projects. Robust board discussion took place.

Juliet Hamblyn left the meeting at 6.18 p.m.

**APOLOGIES:** David Oakley.

**MINUTES OF THE PREVIOUS MEETING:** Minutes of the previous meeting held on the 18 May 2021 are a true and accurate record. Moved Tania Wansink/Seconded Gavan Brunton. Carried unanimously.,

**LATE:** Jared Cuff arrived at the meeting at 6.22 p.m.

**REPORTS:**

**PRINCIPALS:** Jonathan Tredray presented his report to the Board.

**ERO:** Wendy Naidu has been appointed as a leadership partner with ERO.

**TEACHER APPRAISALS/PROFESSIONAL GROWTH CYCLES:** 2019 talks were held with the Government, PPTA, Te Wehengarua and NZEI Te Riu Roa an accord was reached. The part of the accord was committed to removing teacher performance appraisals as an accountability instrument as the process was not working that well. A working group has developed a Professional Growth Cycle. This more holistic approach will focus on how teachers use and meet the code Nga Tikanga Matatika & Standards / Nga Paerewa in their

everyday practice, as well as supporting professional learning and collaboration. Our senior leadership team worked with Jo Robson (Learning Network) on expectations for Northcross Teachers Professional Growth Cycle.

**SOLO:** Julie Mills did PLD for our Provisionally Certified Teachers and new teaching staff at Northcross Intermediate.

**NAG 1 & 2: CURRICULUM REVIEW:**

**POLICIES: Protected Disclosures, Reporting to Parents on Student Progress and Achievement, Visitors.** All Board members need to review and make changes and then these policies and they will be retabled at our next meeting.

Annamaria Maclean moves that the Principals report be accepted/seconded Jared Cuff, Carried unanimously.

**FINANCE:** Kevin Faulkner presented his report to the Board.

The year has got off to a positive start with the accounts tracking in line with budget. The audit of the 2020 accounts was concluded without any changes to the 2020 figures. This meant the school had a 2020 surplus of over \$200,000 which means we now have a strong working capital balance of more than \$550,000 plus the funds that have been ring-fenced for the future astro turf replacement.

In regards to the audit Kevin informed board members that going forward we need to keep an Interests Register. Each year at the first Board meeting board members as well as members of the senior leadership team and other key personnel need to confirm that they have no interests to declare and this needs to be included in the meeting minutes. Kevin has provided an example of an interest register entry and informed everyone that should an interest emerge then it was incumbent on the interested party to make this known and then ensure that they were not part of any decision making process relating to that interest.

In regards to the strong working capital position and following on from discussion at the previous board meeting, Kevin suggested that the board may wish to review the base working capital figure of \$100,000 to \$150,000 set by the previous board. Discussion took place taking into account increased costs particularly in the construction sector. Jared Cuff moves that a new base level of \$200,000 be set to enable the school to manage a significant emergency. Seconded by Gavan Brunton. Carried unanimously.

Kevin then presented the board with a full record of the school's active 5YA projects and positions. He confirmed that there were sufficient funds through the 5YA to undertake the Rooms 46 - 49 upgrade project. He also confirmed that there were insufficient 5YA funds to undertake the proposed Toilet Block upgrade originally planned for inclusion in the 2020/25 5YA round. In the previous meeting the board had indicated a willingness to fund remedial work on this Toilet Block located behind Rooms 21/22. Kevin provided the board with an estimate of \$26,000 plus GST for this work that had been compiled by the school's Property Manager in liaison with relevant contractors. The Board members agreed that this would be an appropriate project for board funds to ensure the Toilet Block remained functional until a full renovation could be undertaken in the 2025/30 5YA round. Board discussion took place and have agreed to include the following statement in the minutes to confirm this:

The board has agreed that the best use of the 2020-25 5YA funds available to the school (given that 50% of the funds - namely \$563,540 - has been set aside for the MOE-led Music Block Weather-tightness Project) is the renovation and modernisation of the 4-class block Rooms 46-49. The Board recognises that this leaves insufficient 5YA funds to undertake the proposed upgrade of the toilet block behind Rooms 21/22. Given that (a) there is a current expectation that the classroom block including these toilets will be in line for 5YA funded

works in the 2025-30 cycles and as such this will be a more appropriate time to undertake a full toilet block overhaul, and (b) the school is currently in a strong financial position well above the board's preference for a working capital base of \$200,000 for unseen emergencies, then the board gives its approval for us to \$30,000.00 to be spent on remedial work on the toilet block in question. The board acknowledges and accepts that this is additional expenditure outside of the agreed 2021 operating budget which may potentially lead to an end-of-year operating deficit of up to \$25,000 in 2021. Moved Jared Cuff/Seconded Stephen Murray. Carried unanimously.

Given the school's strong working capital position it was also agreed that other potential capital expenditure projects would be considered for inclusion in future years' budgets. The final financial topic for discussion was the 2020 donation rate, Kevin explained that at \$450 per student, our overall 2021 donation rate was below that for 2018 and, with Covid-19 in mind, had been held unchanged at the 2020 rate. Again with Covid in mind, it was suggested that the School Donation rate remain unchanged at \$185 but the Technology Materials Donation be increased by \$10 to \$275.00 to allow for the increasing costs of technology materials resulting from supply chain issues caused by Covid related transport challenges. This would result in an overall 2022 donation rate of \$460.00 which is still below the 2018 rate. Board discussion took place. Moved Annamaria Maclean/Seconded Jonathon Tredray. Carried unanimously.

Jared Cuff moves that the Finance report be accepted/Seconded Jonathon Tredray. Carried unanimously.

**PROPERTY REPORT:** Taken as read.

**CAR PARKS:** Board discussion took place and this will be revisited next year.

Moved Tania Wansink/Seconded Marc Rowlinson. Carried unanimously.

**STAFF REPORT:** Marc Rowlinson presented his report.

**MATHEX:** 450 NX students from both Yr 7 and Yr 8 teams competed in this very popular competition.

**HIP HOP CREW:** The NX team won the National Dance Competition.

**KI O RAHI ZONE DAY:** The team that represented NX came first in every match that they played.

**AUCKLAND MUSEUM EXHIBITION OPENING - 'Te Whiwhinga - The Imaginarium:** Zoe Oram our Head Girl and Jayden Whitehead Our Head Boy were both invited to deliver the opening speech by the Auckland Museum. This was a real honour for our students to be involved.

**YR 7 GIRLS FOOTBALL TEAM:** This team that was coached by Marc Rowlinson are now the Auckland Champs.

**BRIGHTEN UP BROWNS BAY:** Working with the Police, the Council, Artist Juliana Coelho and some of our NX students along with our art teacher Amanada Gummer have been painting a mural on the wall outside the police station.

Marc Rowlinson moves that his report be accepted/Seconded Jared Cuff. Carried unanimously.

#### **GENERAL BUSINESS:**

**HEALTH & SAFETY REPORT:** Wendy Naidu announced that Andrew Bolland has been appointed the NX Health & Safety Representative. A meeting will take place next week.

**BOARD MORNING TEA:** Jared Cuff would like to take the opportunity of thanking all of the staff for their incredibly hard work that they do each day. The pencilled in date is on the 27

August 2021. All board members are very welcome to attend the morning tea. Moved Jared Cuff/Seconded Gavan Brunton. Carried unanimously.

**CORRESPONDENCE:**

**Email:** School Audit Arrangements for the 2021 - 2023 Financial Years. Nothing needs to be done as we are keeping with the same Auditors.

**Oneroa Kahui Ako/Community of Learning:** Report to the boards for June 2021.

**2022 Primary Principals' and Teachers' Study Award:** Kel Hartell is requesting a year's unpaid study leave from 28 January 2022 - 30 November 2022. Board discussion took place and Jonathon Tredray moved that approval be given/Seconded Marc Rowlinson. Carried unanimously.

**Meeting Closed at 7.32 p.m.**

**Next Meeting will be on 10 August 2021 at 6.00 p.m.**

**Signed:**

**Chairperson**

**Dated:**

**Into Committee 7.34**