

NORTHCROSS INTERMEDIATE SCHOOL

BOARD OF TRUSTEES MEETING

31 OCTOBER 2017

PRESENT: Richard Beechey (Chairperson), Christina England (Acting Principal), Kevin Faulkner (Executive Officer), Joel King (Staff Trustee), Lynne Potts (Board Secretary), Kevin de Jong, David Oakley, Tania Wansink.

VISITOR: Wendy Johnston.

APOLOGIES: Jonathon Tredray, Gavan Brunton.

MEETING OPENED AT: 6.30 p.m.

WELCOME: Richard Beechey officially welcomed Joel King onto our Board of Trustees.

MINUTES OF THE PREVIOUS MEETING: Minutes of the previous meeting held on the 19 September 2017 are a true and accurate record. Moved Richard Beechey/Seconded Kevin de Jong. Carried unanimously.

SPEAKING RIGHTS: Richard Beechey moves that Christina England be granted speaking rights in her role of Deputy Principal until the end of 2017, as she would like to attend the monthly board meetings. Seconded David Oakley. Carried unanimously.

REPORTS:

PRINCIPALS REPORT: Christina England presented the Principals report on behalf of Jonathon Tredray.

JANE NEVILLE: Christina England thanked the Board for allowing school to close at 1.00 p.m. last Thursday so that the school community could attend Jane's funeral service.

KOREAN VISIT 9 OCTOBER 2017: Anna Inger and Jonathon attended the agent fair while in Korea. They organised their own meet and greet afternoon which included past parents, prospective parents and friends to a presentation. Already one International student has been confirmed from their visit.

HUNCHBACK OF NOTRE DAME: Congratulations to Mark Jensen who both wrote the script and directed the play. His creativity is amazing. Thanks also to Cameron Print for the music and Murray Toohill for the lighting. Lynne Potts is to write a letter on behalf of the Board of Trustees.

COL: Congratulations to Belinda Hemme, Marc Rowlinson and Janine Joyce who have been now been officially appointed as within school leaders (WSL) in the COL.

CURRICULUM REVIEW:

AIM 6: Collaborative and Innovative Learning Environment. Jo Robson from Core Education has been meeting with all teams to ensure that all teachers are well prepared to teach in the NLE style environment. Robust Board discussion took place regarding students going onto college once they have been taught in this environment.

AIM 5: Focus is on the emerging adolescent and the unique needs of this age group in their development. Wendy Johnston gave an overview on the Liggins Institute that focus on learning about health, social science and science.

ERO: Stephanie Greany will be visiting us next Tuesday from ERO. Her focus will be on our positive writing results. Already the data is showing very impressive effect sizes both for individual students and classes. Joel King spoke on "Write That Essay" and just how it helps our students in their overall achievement.

NAG 4: PROPERTY: Kevin de Jong reported on the first project meeting held this morning. \$172,000.00 of valued engineering savings have been noted. Board discussion took place and we have been assured that these savings will not compromise the project in anyway. A contract letter will be going out within the next few days. The projected start date will be the 6 January 2018 with the build taking six months until completion.

NAG 5: HEALTH & SAFETY:

FIRE DRILL: Fire Evacuation drill went extremely well.

BOARD WALK AROUND: David Oakley is to confirm the time and date that this walk around will take place.

Tania Wanksink moves that the Principals report be accepted/seconded David Oakley. Carried unanimously.

POLICY: Northcross Intermediate School Board of Trustees International Students' Policy:

Board discussion took place. Richard Beechey moves that the policy be accepted/Seconded Tania Wansink. Carried unanimously.

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

GOVT GRANTS: Tracking a little bit better than budgeted expectations.

LOCALLY RAISED FUNDS: No actual change to report. Takigawa visit funds will be allocated to the November accounts.

2018 BUDGETS: Work has started on the 2018 budgets.

Kevin Faulkner also reported that we remain in a stable financial position. Board discussion took place. Kevin de Jong Moves that the Finance Report be accepted/Seconded Richard Beechey. Carried unanimously.

STAFF REPORT: Joel King presented his report to the Board.

FPS: Out of the 16 teams that Glenis Martin coaches three were selected to attend the Nationals weekend on the 3 November at Carey Park. Amber Hemme was selected in the top three NZ placings for Scenario Writing.

ASB BRIGHT SPARKS: Three students represented school in the finals. Rosa Katavich, Kate McIntosh and Jasmine Jared. Wendy Johnston gave a report to the Board.

AIMS AWARDS FOR NORTH HARBOUR: Jasmine Jared is a finalist in the junior section of these awards. The winner will be announced on the 9 November 2017.

AIMS GAMES: 189 students attended these games with excellent results. Every team and individual that competed showed incredible character and resilience.

ILC TESTING DAY: 195 students applied for the ILC in 2018. Board discussion took place.

NZ ASSOCIATION OF MATHS TEACHERS: Katrina Starrs attended the biennial NZAMT conference held in Christchurch. Katrina will take on the lead role of teaching maths and will be responsible for PD of our teachers.

Tania Wansink moves that the Staff Report be accepted/Seconded Kevin de Jong. Carried unanimously.

PROPERTY REPORT:

ASSET REGISTER: Board approval is requested to remove the assets of the register as per the list. Moved Richard Beechey/Seconded David Oakley. Carried unanimously.

LANDSCAPING ON BOUNDARY OF NEW SUB-DIVISION: Lynne Potts will ask Andrew Bolland for an update for the next BOT meeting.

Richard Beechey moves that the Property Report be accepted. Carried unanimously.

GENERAL BUSINESS:

POLICY SUB COMMITTEE: Board discussion took place regarding the formation of the policy sub-committee. Christina England, Joel King, Richard Beechey and Tania Wansink were appointed to the sub-committee. Moved Kevin de Jong/Seconded Richard Beechey. Carried unanimously.

CORRESPONDENCE:

RESIGNATION: Kim Sloane's written resignation. Lynne Potts is to write her a letter of thanks.

ALISON OLIVER-SMITH: Alison has applied for one year's refreshment leave. Alison has mentioned the noise level in her working environment as one of the reasons she needs her refreshment leave. Robust Board discussion took place on how to mitigate the noise level in the Tech area. The Board is extremely aware of their Health & Safety obligations. This problem will be tabled for urgent action.

RESIGNATION: Amy Toulson has resigned.

LYNDON HOHAIA: Leave request from 5 to 16 September 2017 for represent NZ in the World Masters Athletics Championships in Malaga Spain. Lyndon has requested paid leave. Board discussion took place. Lyndon Hohaia has had his leave approved however it will be unpaid leave. Moved Richard Beechey/Seconded David Oakley. Carried unanimously.

KELLY SHIN: Request for unpaid leave for the year. Board discussion took place. Moved Kevin de Jong/Seconded David Oakley. Carried unanimously.

RESIGNATION: Abby McNae.

Richard Beechey moves that the correspondence be accepted. Seconded Kevin de Jong. Carried unanimously.

Meeting Closed at 8.00 p.m.

Next meeting will be held on 28 November 2017 at 6.30 p.m.

Signed: **Chairperson**

Dated:

