**NORTHCROSS INTERMEDIATE SCHOOL**

**BOARD OF TRUSTEES MEETING**

**7 AUGUST 2024**

**PRESENT:** David Oakley (Chairperson), Jonathon Tredray (Principal), Lynne Potts (Board Secretary), Christina England (Deputy Principal), Tania Wansink, Steve Murray, James de Villiers, Jared Cuff.

**APOLOGIES:** Kevin Faulkner (Executive Officer), Marc Rowlinson (Staff Trustee), Jill Haslam (Deputy Principal), Di Wilkes (Deputy Principal), Kelly Young.

**WELCOME:** David Oakley welcomed everybody and opened the meeting at 6.08 p.m.

**MINUTES OF THE PREVIOUS MEETING:** Minutes from the previous meeting held on 11 June 2024 are a true and accurate record.  Moved James de Villiers/seconded Steve Murray.  Carried unanimously.

**REPORTS:**

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

**SAMOAN TRIP:** The Board has already approved this trip however Carl Timmis TIC of the trip went to Samoa in the school holidays and he felt that some of what was being offered was not appropriate for our students.  Both the itinerary and the date have now been changed.  The trip will leave Saturday 19 October 2024 returning Friday 25 October 2024.  The new RAM’s form needs to be forwarded to Kelly Young for her to peruse for board approval.

**ENZ JAPAN FAIR:** Jonathon Tredray has asked the Board for approval for him to attend the fair in October 2024.  Discussion took place David Oakley moves that permission be granted/seconded Jared Cuff.  Carried unanimously.

**NATIONAL TESTING:** Discussion took place on the Government's announcement of the move to a more consistent way of measuring student progress by using National testing.  Jonathan Tredray reported that eASTLE and PAT are tools that Northcross uses as summative and formative assessments so we need to make no change is required here.

**SCHOOL ROLL:** 1,501 students are presently enrolled.

**MASTERPLAN:** Board discussion took place regarding the Masterplan of our school.  Yazmin Briden from the MOE told Jonathon Tredray to hold off on this as the MOE would pay for it.  Jonathon Tredray will contact her to get an update from Yazmin on this.  Anything over $20,000.00 that the school requires needs MOE approval.  Steve Murray said that with the four new classrooms the upgrading of the car parking facilities also needs to be included.  Further discussion took place with James de Villiers suggesting that the Masterplan information brief that has been already formulated be sent to Yazmin Briden so she can see exactly what the board's vision is.   A further property meeting with David Oakley, Steve Murray, James de Villiers and Jonathon Tredray is to be organised with GHD Design to discuss their proposal with the final cost and then this can be forwarded to Yasmin Briden.  Jonathon Treday is to speak with Yasmin Briden to arrange a meeting with the Property team.

Jonathan Tredray moves that his report be accepted/seconded David Oakley.  Carried unanimously.

**PROPERTY:**

**MUSIC & DRAMA ROOM UPDATE:** Progressing very well however there have been a few delays with council inspections.  Completion of this project hopefully will be the first week of September 2024.

**ASTROTURF:** Robust discussion took place.  Jonathan Tredray thanked both Steve Murray and James de Villiers for all their work on this project.  During discussions it has been deemed that we need to question TigerTurf on some aspects of the contract that they have sent.  David Oakley has also looked into the lighting design and has asked another company for an independent quote so that the pricing structure can be compared.  David Oakley reported that the TigerTurf is not going down until December 2024. Jonathan Tredray is to chase up the other company quoting for the lighting and he will report back at our next meeting.

**CLASSROOMS:** Jonathan Tredray requested that we may be able to keep two of the cabins currently at the back of the school to be utilised by our ESOL teachers.  Discussion took place on where these could be relocated to, the end of the School gymnasium .  Steve Murray suggested that buying a suitable sized cabin would be a better option rather than renting one.  The Board agrees that whatever option is decided then it needs to fit in with the school environment.

**FINANCE:**

**CAPITAL STUDENT WELFARE PROJECT:** Steve Murray asked what the Ring Fenced Funds for Student Welfare Projects is for as the amount is zero balance.

James de Villiers moves that the Finance report be accepted/seconded Jonathon Tredray.  Carried unanimously.

**STAFF:**

**FPS:** Christina England reported that it was an amazing experience to travel with Glenis Martin and the FPS team to America. Glenis Martin is an amazing FPS Coach and she is very highly regarded both nationally and internationally..

**MUSIC:** Sylvia Watson reported on the Oneroa Orchestra Day which was held last term, NZ Music Month and the Rock Band Showcase held on Monday with over 90 students performing in the PAC.

**CORRESPONDENCE:**

**MATERNITY LEAVE - SONIA GOBINDLAL:** Request for paid parental leave between 12 August 2024 and 12 March 2025.  Jonathon Tredray has approved this request/seconded James de Villiers.  Carried unanimously.

**RESIGNATION:** Lynne Potts has resigned from the end of term one 2025.

Jonathan Tredray moved that the correspondence be accepted/seconded David Oakley.  Carried unanimously.

**GENERAL BUSINESS:**

**KEVIN FAULKNER:** Board discussion took place regarding Kevin Faulkners Executive Officers position now that he has resigned.  Jonathon Tredray reported that maybe someone who is already working at a smaller school in a very similar role.  Kevin Faulkner has already confirmed that he is willing to work with his replacement until the school audit has been completed.  The interviewing panel for Kevin’s replacement will be Jonathon Tredray, Kevin Faulkner, a nominated BOT member and one of the Deputy Principals.

**TRUSTEES PROFESSIONAL DEVELOPMENT:** David Oakley spoke regarding the Concerns and Complaints Policy.  Robust Board discussion took place and David said he can not speak highly enough of the PD workshops that are available either online or held in a venue.  David Oakley has also suggested that perhaps he can get Chris France to come and do a workshop at our school.  This may also be opened up to other BOT’s to attend.

**SCHOOL DOC’S REVIEW CYCLE:** Discussion took place and in future on the Agenda Lynne Potts will give a reminder as to what SchoolDocs policies are up for review and what action the Board needs to follow.

**LEVELS OF AUTHORITY:** David Oakley advised every board member that they have the same level of authority as everyone else on the Board this also includes the Chairperson as well.

**DELEGATIONS OF AUTHORITY:** Robust discussion took place regarding the proposed list.

**Meeting Closed at:  7.34 P.M.**

**Next Meeting:  3 SEPTEMBER 2024**

**Signed: Chairperson**

**Dated:**

**Into Committee at 7.34 p.m.**

**Out of Committee at 7.53 p.m.**