

CONFIRMED

MINUTES

Twizel Area School Board of Trustees Meeting

12th May 2022

MINUTES OF TWIZEL AREA SCHOOL BOARD OF TRUSTEES MEETING
HELD VIA ZOOM
ON 3RD MARCH 2022, 5.00PM

PRESENT: Bevan Newlands (Chair), Michele O'Carroll, Collete van der Westhuizen, Bruce Minchan, Nicola Graham Kate Staniford (Principal), Monique van der Westhuizen (Student representative), Chelsea Lousley (Secretary)

APLOYGIES: Sharon Blanchard Joy Patterson

*Before meeting started above dates were given for future BOT meetings
June 2nd July 7th August 4th September 8th October 20th November 17th*

1. OPENING AND WELCOME

The meeting opened at 5.10 pm with a Karakia (BN))

1.2 DECLARATIONS OF INTEREST TO BE UPDATED EACH MONTH

REGISTER OF INTERESTS February 2022	
NAME	TRUSTEE INTERESTS
Joy Paterson	Chair, LineTrust South Canterbury. Member Upper Waitaki Water Zone Committee. Husband is Councillor for Mackenzie District Council.
Michele O'Carroll	Husband is staff member at the school. Mahina Cottage
Bevan Newlands	Occasional reliever at the school. Chairman Twizel, Sports Development Board.
Colette van der Westhuizen	Mother of Monique van der Westhuizen
Monique van der Westhuizen	Student representative on CRAG. Daughter of Collete van der Westhuizen
Kate Staniford	Husband is staff member of the school.
Bruce Mincham	Committee Mackenzie District Council, Treasurer Twizel Volunteer fire service, Treasurer Aoraki Mackenzie dark sky reserve.

Nicola Graham	Nil
Sharon Blanchard	Daughter works at the school.

MO moved that her cottage Mahina cottage be added to the interest register.

*Seconded BN
CARRIED*

2. MINUTES OF PREVIOUS MEETINGS

The Board approved the minutes of previous meeting 3 rd March 2022	<i>Moved KS Seconded MO Carried</i>
The Board approved the minutes of previous public excluded meeting 8 th March 2022	<i>Moved MO Seconded NS Carried</i>

3. MATTERS ARISING FROM THE MINUTES (NOT ALREADY ON THE AGENDA):

N/A

4. CORRESPONDANCE

Inwards: Employment relations education leave
 PB4L Report
 Executive Officer Principal Meeting Minutes
 Health and Safety Report
 4-6 learning report
 Kahui Ako report

Outwards : Staff Leave
 Yr1-3 Response letter
 Letter to Parent

The Board resolved to receive the correspondence.	<i>Moved KS Seconded NG Carried</i>
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5. PRINCIPALS REPORT

The principal would like to acknowledge the wonderful work the NE teacher is doing. She has created a transition to school booklet for children and attended the Kindergarten AGM. The principal briefly touched on Staff wellbeing and what the board could do.

The Board moved to receive the Principal's Report.

*Moved BN
Seconded MO
Carried*

6. NEW BUILD (verbal discussion)

- Courtyards
- Sports Field
- Technology Building
- MPS – ½ court basketball court.
- Next school holidays is asbestos testing

7. Finance

The chairperson of the finance sub committee talked to his report, which will be added to this report.

The Board moved to receive the January, February, March financial report.

*Moved BM
Seconded CVW
Carried*

8. No health and safety meeting minutes.

9. GENERAL BUSINESS

- **Wellness report has been differed to Term 3**
- **Code of Conduct**

The Board moves to accept the code of conduct.

*Moved KS
Seconded MVW
Carried*

The Board moves to set aside another meeting to look at the code of conduct and split it into the 4 school values.

*Moved KS
Seconded MVW
Carried*

- **Huxley Lodge**

Mr Wigley has spoken with different members and now would like to see the school use the current site now and into the future.

KS to talk with BW to see if they would like to setup a meeting with Mr Wigley and talk about expectations.

- **Library**

KS has a meeting with Mackenzie District Council late may

Memorandum is 24 months' notice

2012 funding scheme.

- **Delegation Document**

The Board moves change the level of authority for the principal to sign of on purchases from \$500-\$1500 dollars

*Moved BM
Seconded BN
Carried*

- **BOT Resignation**

The Board accepts the resignation of JP from the board and would like to thank her for her time on BOT

*Moved CVW
Seconded KS
Carried*

The board is now to advise the school community there is an opening on the board of trustees.

- **Principal Sabbatical**

The Board moves to approve the request from the principal to take sabbatical leave in term 2 2023.

*Moved BN
Seconded NG
Carried*

- **LBGTQ+**

FH has set up a group that meets once a week to support those students who identify as LBGTQ+.

- **PUBLIC EXCLUDED**

The Board Moved into Public excluded at 6.40pm

The Chairperson moved to move into Public Excluded.

*Moved BN
Seconded NG
Carried*

The board would like to acknowledge Kate for the wonderful job she is doing judging between the Covid regulations constantly changing, New school build , SAS Tournament.

NEXT MEETING 2nd JUNE 2022

Meeting closed with Karakia at 7pm

Confirmed as a true and correct record of the meeting.

Bevan Newlands
Chair



Date: 4/6/22