

# CONFIRMED

## MINUTES

### Twizel Area School Board of Trustees Meeting

20th October 2022

#### MINUTES OF TWIZEL AREA SCHOOL BOARD OF TRUSTEES MEETING

HELD MEETING ROOM TWIZEL AREA SCHOOL

ON 20TH OCTOBER 2022, 5.00PM

**PRESENT:** Bevan Newlands (Chair), Bruce Mincham, Kate Staniford (Principal), Chelsea Lousley (Secretary) Nicola Graham Michele O'Carroll Belinda Purcell Sharon Blanchard, Monique van der Westhuizen (Student representative),

**APOLOGIES:** Colette van der Westhuizen

The Chair accepted the present/apologies for the 20th October meeting.

*Carried*

#### 1. OPENING AND WELCOME

The meeting opened at 4.33 pm

Belinda Purcell opened the meeting with Karakia.

#### 1.2 DECLARATIONS OF INTEREST TO BE UPDATED EACH MONTH

REGISTER OF INTERESTS October 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. Sister works at Solution and services.

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.
Belinda Purcell	Works for Arowhenua services

### 1.MINUTES OF PREVIOUS MEETINGS

<p><b>The Board approved</b> the minutes of previous meeting 8th September 2022</p> <p style="text-align: right;"><i>Moved SB Seconded MO Carried</i></p>
<p><b>The Board approved</b> the minutes of previous public excluded meeting 8th September 2022</p> <p style="text-align: right;"><i>Moved SB Seconded MO Carried</i></p>

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

N/A

### 3.CORRESPONDANCE

Inwards:



Outwards :

- 2 x letters to Staff

**The Board Chair resolved** to receive the correspondence.

*Moved BN*

*Carried*

#### 4. PRINCIPALS REPORT

NZQA EXAMS

**The board moves a motion** To approve the appointment of an external organiser/invigilator for derived grade exams in 2023

*Moved SB*  
*Seconded BN*

*Carried*

Policies Child Protection, Abuse Recognition and Reporting, Care and Management of Students, Supporting Student Wellbeing, Food and Nutrition, Sun Protection, Staff Wellbeing, Harassment

**The board moves a motion** To adopt the above mentioned policies with no changes at present.

*Moved BM*  
*Seconded MVW*

*Carried*

Uniform Consultation

**The board moves a motion** Accept the sub-committee recommendations and to seek samples and further community consultation on uniform guidelines.

*Moved NG*  
*Seconded MVW*

*Carried*

**The board moves a motion** To opt-in to the MoE school donations scheme for 2023.  
*Moved SB*  
*Seconded BP*  
*Carried*

**The Chair moved** to receive the Principal's Report.  
*Moved MO*  
*Seconded MVW*  
*Carried*

**5. Finance**

The chairperson of the finance sub committee talked to his report,

**5:14pm** the meeting was suspended for a board training for Cultural competency.

**6:20pm** The training concluded, The board meeting restarted.

**The board moves a resolution to resolve to expense the demolition cost of removing the lodge cabin.**  
*Moved BM*  
*Seconded BN*  
*Carried*

**The Chair moves a motion** to give the principal authority to engage with a agent about long term renting 13 Jollie road  
*Carried*

**The Board moved** to receive the Aug/Sep financial report.  
*Moved SB*  
*Seconded MVW*  
*Carried*

**9. HEALTH AND SAFETY**

**The Board moved** that the school evacuation card has been sighted

*Moved SB  
Seconded MVW  
Carried*

**8. GENERAL BUSINESS**

- Ero Assessment
- Uniform Consult
- Wellbeing at school
- Board Member Leave

Sharon informed the board that she would be away for 2 meetings

- Curriculum Report

Michelle O'Carrol spoke to this report about Digital Technologies

Large discussion about club related sports affecting academic achievement, Mrs Stainford is to get some backup knowledge.

**The Board moved** to accept the General Business .

*Moved MO  
Seconded KS  
Carried*

● **PUBLIC EXCLUDED**

The Board Moved into Public excluded at 7.23pm

**The Chairperson moved to** move into Public Excluded.

*Moved MO  
Seconded BM  
Carried*

**The Chairperson moved to** move out of Public Excluded at 6.13pm

*Moved BM  
Seconded KS  
Carried*

NEXT MEETING

Meeting closed

Confirmed as a true and correct record of the meeting.

Bevan Newlands  
Chair



Date: 29/10/23