

# CONFIRMED PUBLIC MINUTES

## Twizel Area School Board of Trustees Meeting

22nd February 2023

MINUTES OF TWIZEL AREA SCHOOL BOARD OF TRUSTEES MEETING  
HELD MEETING ROOM TWIZEL AREA SCHOOL  
ON 22ND FEBRUARY 2022, 5.00PM

**PRESENT:** BEVAN NEWLANDS (CHAIR) NICOLA GRAHAM , BELINDA PURCELL ARIKI PURTON-CURTIS KATE STANIFORD(v MICHELLE OCARROLL, SHARON BLANCHARD,

**APOLOGIES:** Bruce Micham

### 1. OPENING AND WELCOME

The meeting opened at 6.20 pm with a Karakia

The chair welcomed everyone to the 1st meeting of the year..

**The board moved a motion** to accept the Attendance of the meeting.

*Moved NG  
Seconded KS  
Carried*

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

| REGISTER OF INTERESTS<br>February 2022 |   |
|--|---|
| NAME                                   | TRUSTEE INTERESTS   |
| 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. Owner Sweet Moos  |
| Belinda Purcell            | Arowhenua Services  |
| Ariki Purton- Curtis       | Student at school   |

**The board moved a motion to remove** Belinda Arowhenua Services job title and add TAS attendance Advisor to the Interest Register.

*Carried MO  
Seconded SB  
Carried*

## 2. ELECTION OF PRESIDING MEMBER.

Call for Nominations of Presiding Member

First: Nicola Graham

Seconded: Belinda

Bevan Newlands nominated for position of Presiding Member:

Sharon Blanchard

No other nominations put forward for position of Presiding Member

Nicola Graham calls for the vote

Bevan Newlands acclaimed as Presiding Member

Amendment to the acceptance of Presiding Member term date: Bevan Newland shared with the Board that he is only able to accept the PM appointment until March 31st.

Motion to approve the amendment as noted by Bevan Newlands.

First: Nicola Graham

SEcond: Michelle O'Carrol

Motion Carried

*Carried MO  
Seconded SB  
Carried*

|  |  |
|--|--|
| <p>BN called for an amendment to the agenda to election a presiding member as of 1st April</p> <p>All in favour</p>  | <p><i>Carried MO</i><br/><i>Seconded SB</i><br/><i>Carried</i></p> |
| <p>BN calls for nominations for Presiding Member<br/>Nicola Nominates SB<br/>Seconded MO</p> <p>Sharon Blanchard accepts the nomination</p> <p>All in favour of vote</p> | <p><i>Carried MO</i><br/><i>Seconded NG</i><br/><i>Carried</i></p> |

**3. MINUTES OF PREVIOUS MEETINGS**

|   |                       |
|---|-----------------------|
| <p><b>The Chair approved</b> the minutes of December 8th 2022 previous meeting</p>            | <p><i>Carried</i></p> |
| <p><b>The Chair approved</b> the minutes of previous December 8th public excluded meeting</p> | <p><i>Carried</i></p> |

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

**5. CORRESPONDENCE**

Inwards: Staff Letters and Application  
Outwards :

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

*Moved CWV  
Seconded NG  
Carried*

**The Chair moves to accept** Jim O'carroll Sick Leave

*Carried*

**Michele OCarrol moves to accept** Bevan Newlands resignation from the 12th of May.

*Carried*

**The Chair moves to accept** Sarah Henderson Leave.

*Carried*

**The Chair moved to** discuss General Business point 8 bullet point selection of a member.

*Carried*

**Sharon Blanchard moved** a motion to select Mel Schauer as a board meeting starting 1st May.

*Seconded NG  
Carried*

## 6. PRINCIPALS REPORT

**The Principal moved** a motion to adopt the 2023 Work Plan

*Seconded NG  
Carried*

**The Principal moved** a motion to Accept the Draft Strategic Plan update.

*Seconded BP*

*Carried*

Sharon Blanchard left meeting at 5.50 pm

**The Board moves a motion** to accept the HEALTH, SAFETY, AND WELFARE POLICY with no changes.

*Moved BP  
Seconded NG  
Carried*

**The Chair moved a motion to accept** Analysis of Variance against 2022 targets and will submit it to the Ministry of Education.

*Carried*

**The Chair moves a motion to accept the 2023 Budget**

*Carried*

**The Board moved** to receive the Principal's Report.

*Moved MO  
Seconded BP  
Carried*

## 7. Finance

The principal shared the document she has

**The February financial report will be deferred till March..**

## 8. HEALTH & SAFETY REPORT

The first meeting of 2023 is on 1st March.

## 9. GENERAL BUSINESS

PB4L

The Chairperson moved that the pb4l DOCUMENT HAS BEEN READ.

*Carried*

### Ncea RESULTS

The principal believes that

81% of Yr 11 achieved NCEA Level 1

100% of Yr 12 achieved NCEA Level 2

100% of Yr 13 achieved NCEA Level 3

75% achieved UE

Literacy 96% and Numeracy 100%

The Chairperson moved that the NCEA results document was read.

*Carried*

### ERO SUB COMMITTEE

ERO visits the school on 21st March 2023

The Chair moved a motion to form a sub committee for ERO report.  
Bevan Newlands, Belinda Purcell, Kate Staniford will be on this committee.

*Carried*

### - PUBLIC EXCLUDED

The Chairperson moved to Public Excluded at 6:07pm.

*Moved BN  
Seconded NG  
Carried*

The Chairperson moved out of Public Excluded at 6:16 pm.

*Moved BN*

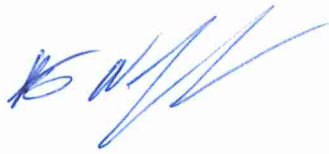
**Seconded NG  
Carried**

NEXT MEETING March 9th 2023

Meeting closed with Karakia at 6: 18

Confirmed as a true and correct record of the meeting.

Bevan Newlands



Date:

3/4/23