



NORTHLAND COLLEGE BOARD OF TRUSTEES

Minutes of a meeting of the Northland College Board of Trustees held on
Wednesday, 18th March 2020, commencing at 5.28pm

1.	ADMINISTRATION –	
1.1	PRESENT: Kelly Yakas (Chair), John Kendal (Principal), Keith Wihongi, Clare Giesbers, Elodie Vujcich, Jorja Wharerau, Kohi Woodman (5.46pm), Beryl Dalton (Board Secretary), Maria Thomas (HOL English)	
1.2	APOLOGIES: Evan Smeath, Justin Blaikie and resignation from Te Ropu Poa (1) RESOLVED THAT the Apologies be accepted. <div style="text-align: right;">Kelly – Carried</div> Kelly to write a thank you letter to Whaea Te Ropu	
2.	ADMINISTRATION –	ACTION TO BE TAKEN:
2.1	CURRICULUM REPORT – ENGLISH – Whaea Maria Thomas <ul style="list-style-type: none"> • Y9 National expectation is Level 4 and Y10 is Level 5 • Testing eAsttle Writing this week • PaCT Writing data will go to Te Arahura for their database • Using Canvas – trying to get work for all levels in it due to possible COVID-19 lockdown • Important to have catch up testing so data is complete • Shared marking of eAsttle tests • Need to give data back to student so they know where they are at, what progress they need to make, set goals and put in strategies • Students can access their eAsttle results online from previous schools as well • We will be sticking to Canvas for a minimum of 3 years • Good that students can see their year plan and work independently on Canvas at home • Literacy in school wide goals – nice to have a target e.g. 60% of students at Y9 move two sub-levels • Students to know their score in Term 1 and be tested again in Term 4 and they should have moved 2 sub-levels 	



	<ul style="list-style-type: none"> Goal = all Y9 students move 2 sub-levels <p>(2) RESOLVED THAT the English Curriculum Report be received.</p> <p style="text-align: right;">Kelly - Carried</p> <p><i>6.16pm – Maria departed</i></p>	
2.2	<p>FINANCE REPORT:</p> <ul style="list-style-type: none"> Evan presented March Financial Report and we are tracking according to our budget End of Year Accounts are pretty much completed – he presented a Draft Profit and Loss Deficit of \$101,689 largely due to depreciation Our farm income was \$585K with expenses of \$580K = break even May be some adjustments when Auditors get accounts 	
2.3	<p>BOT OPEN DAY / COMMUNITY CONSULTATION:</p> <ul style="list-style-type: none"> Elodie was the only Trustee who was available to attend the BOT Open Day Apologies from Kelly as her partner went to Hospital Apologies from Kohi as she took Volleyball team away at the same time Change the name to Whanau Open Day Take on feedback and recommendations and build on Look at PSTs as an open evening Thanks to Clare for preparing booklet 25 whanau to be rung and questions asked 	<p>Clare - to send out questions to Trustees for whanau feedback e.g. do you have a device and internet access at home</p>
2.4	<p>PRINCIPAL'S REPORT: Read and discussed.</p> <ul style="list-style-type: none"> Advise parents in newsletters that for Health and Safety we hold fire drills, lockdown drills and drug dog inspections and remind each term. A live feed Kapa Haka performance to be arranged for our whanau due to Tai Tokerau Festival being cancelled. Soap dispensers have been installed and hand sanitisers are all around the school All Trustees to attend on Wednesday, 8th April, at 11.15am for one hour for ERO report back <p>(3) RESOLVED THAT the Principal's Report be accepted.</p> <p style="text-align: right;">John / Elodie – Carried</p>	<p>John – send Strategic and Annual Plan to Trustees</p> <p>John – to visit TPU and feedback to Eleanor re their reports</p>



2.5	HIWA I TE RANGI REPORT: (4) RESOLVED THAT the Hiwa-i-te-Rangi Report be received. Kelly – Carried	
2.6	FARM REPORT: (5) RESOLVED THAT the Farm Report be received. Kelly – Carried Next Farm meeting is on 24 th April which Trustees are welcome to attend – Kelly and John will attend	Kelly & John – to attend Farm Meeting on 24 th April
3.	ADMINISTRATION -	
3.1	TERM 1 POLICIES REVIEW: <ul style="list-style-type: none"> Assurance that H&S Medicine policy has been ticked off All Trustees can login to School Docs and go through 3 policies due for review this term 	
3.2	CONFIRMATION OF MINUTES – 19th February 2020: (6) RESOLVED THAT the Minutes dated 19 th February 2020 be confirmed as a true and accurate record. John / Kohi – Carried	
3.3	ACTION SHEET: Kelly has talked to Evan Smeath re combined BOT and Farm meeting and lines of delegation i.e. Farm Committee manage farm and forestry but Board still want engagement re long term forestry management	
3.4	CORRESPONDENCE: <ul style="list-style-type: none"> Gala – BOT coconut shy made \$200 - Justin donated coconuts Discussion re holding next gala on a Saturday 	Kelly – to send voting papers for NZSTA President and Board
3.5	NEXT MEETINGS: ERO MEETING - Wednesday, 8 th April 2020, 11.15am BOT MEETING - Wednesday, 29 th April 2020	
MEETING CLOSED AT: 7.24pm with karakia by Matua Keith		

Confirmed by Chairperson

Date