

NORTHCROSS INTERMEDIATE SCHOOL

BOARD OF TRUSTEES MEETING

11 AUGUST 2020

PRESENT: David Oakley (Chairperson), Jonathon Tredray (Principal), Kevin Faulkner (Executive Officer), Marc Rowlinson (Staff Trustee), Lynne Potts (Board Secretary), Wendy Naidu (Deputy Principal), Jill Haslam (Deputy Principal), Gavan Brunton, Tania Wansink, Annamaria Maclean, Jared Cuff.

MEETING STARTED AT: 6.05 p.m.

APOLOGIES: Christina England (Deputy Principal)

David Oakley welcomed all Board members to the meeting.

MINUTES OF THE PREVIOUS MEETING: Minutes of the previous meeting held on the 23 June 2020 are a true and accurate record. Moved David Oakley/Seconded Tania Wansink. Carried unanimously.

REPORTS:

PRINCIPALS: Jonathon Tredray presented his report to the Board.

NAG 1: COVID PARENT SURVEY: Jonathon Tredray reported on the results of the COVID survey that was sent to our parents/caregivers. The comments were all very positive and that zoom lessons were very well received. Marc Rowlinson introduced the zoom platform to us just before the first lockdown.

PROPOSED OVERNIGHT SPORTS DATES: The school students would normally be now preparing for the AIMS games but these have now been cancelled due to COVID. I would still like our student to have the opportunity of competing against other students from other schools. Board permission is requested to take our students to travel both off site and stay overnight as per the list provided. Board discussion took place and as long as the appropriate RAMS forms have been signed off, permission has been granted. Moved Gavan Brunton/Seconded Annamaria Maclean. Carried unanimously.

NAG 5: PASTORAL CARE: The Board was advised of all the programmes that the school has to offer for our students, Aspire Girls Group, Kia Kaha Boys Group, Barefoot Extension, NLE Games Room, Lego Room, Grief Group, Anxiety Group, Girls Lunch Room. At the present time we have two school counsellors that are funded by the school although we are trying to get them funded by the MOE. Jonathon reported that in 2019, 656 students had been seen by the school counsellors for various reasons. Board discussion took place and the Board would like to acknowledge both counsellors for their professionalism and care that they give our students.

NAG 2: PROFESSIONAL DEVELOPMENT: Wendy Naidu reported to the Board about Write That Essay and the huge difference this has made to our students learning outcomes in literacy.

NAG 4: PROPERTY: Confirmation has now been received from the MOE that the Music Block does have weather tightness issues and will need to be reclad. Estimations costings for this project are between \$500 000 and \$1 000 000. The schools commitment to the project from our 5YA is \$563 540. Jonathon Tredray has requested that Robert Gunter be appointed Project Manager for this project. Board discussion took place and David Oakley moves that Robert Gunter be appointed.

Having the weather tightness component taken from our 2020-2025 5YA will leave \$563 539 plus \$200 000 from the Accelerated Modernisation Scheme plus \$400 000 from the School Investment Package (SIP) discussion then took place on what types of projects that the SIP funds can and can't be used for. David Oakley moves that the first project to be sorted is the Music Block/Seconded Jared Cuff. Carried unanimously. Jonathon Tredray would like Board approval to remove \$400,000 from the 5YA this component from the SIPs funds. This \$400 000 has to be used on a project and this project needs to be completed by December 2021. Moved Tania Wansink/seconded Jared Cuff. Carried unanimously. Board discussion took place on where the \$400 000 could be spent. After robust discussion it has been decided to cover the Netball courts as once this area has been covered then the school can hire it out. Gavan Brunton moves that the \$400 000 be spent on the Netball courts. Seconded Jared Cuff. Carried unanimously. Jonathon Tredray tabled One quote that has already been received for \$405 000 and Jonathon will meet with another firm to get another quote and this will be tabled at our next meeting. This will leave \$763,00 from the 5YA for the refurbishment of classrooms 46 – 49, 9 and 10 and the toilets in rooms 21 and 22.

NAG 5: HEALTH & SAFETY: Wendy Naidu reported to the Board on the Health and Safety requirements that all Board members need to familiarise themselves with.

NAG 5: UNITE AGAINST COVID 19: The alert level system overview was discussed with the Board.

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

FINANCE: Kevin Faulkner presented his mid- year report to the Board which included a revised cash-flow projection for the remainder of the year to update the one compiled immediately following the return to school after the lock-down. Overall, the school is heading for an operating deficit for 2020. This deficit is now projected to be \$117,760 which is an improvement of \$111,680 compared to the post lock down review. The vast majority of the deficit is in Locally Raised Funds and most of that is due to reduced income from international students directly as a result of Covid 19. The reasons for the improvement are twofold: (1) a number of students projected to leave early instead did not, whilst (2) others have extended their stay – both reasons can be put down to the relative success of New Zealand's Covid 19 response and the school's international department's on-going quality care for those students still here. The projected operating deficit will, of course, negatively impact on the school's working capital with an end of year position now expected to be \$328,800. This remains robust and the school will be able to manage the funding shortfall in 2020. However, school management and the board will need to give due consideration to areas where savings can be made in 2021 given the expectation that the international student market is unlikely to return to pre-Covid levels prior to 2022.

Jared Cuff acknowledged how lucky we are to have Kevin Faulkner as our Executive Officer his expertise in guiding the finances of the school is very much welcomed.

Annamaria Maclean moves that the finance report be accepted/Seconded Gavan Brunton. Carried unanimously.

STAFF: Marc Rowlinson presented his report to the Board.

NATIONAL MINECRAFT: Rio Gillet, Darcy Gray and Daniel Milovanovic were awarded the Runners Up award. The editor of Interface Magazine commented that the boy's project was outstanding and they should be very proud of themselves.

FPS: There were four first places awarded to our students this was wonderful because they had not done any FPS over the lock down period.

ESOL SPEECH FINALS: We held during the week the first language speech competition for Afrikaans, Mandarin and Korean speakers. Winners were selected and they will represent our school at Farm Cove against other intermediate schools in the Auckland area.

Marc Rowlinsons moves that his staff report be accepted/seconded Jarred Cuff. Carried unanimously.

PROPERTY: This report is taken as read. Moved David Oakley. Carried unanimously.

CORRESPONDENCE:

LYNNMARI de QUINCEY: LynnMari is from the Ministry of Education and wrote to thank two of our teachers Jacob Geenty and Karen Terblanche for their work with two special needs students in their care.

RACHEL McKENLAY: A letter of resignation from her position on the Northcross Intermediate Board of Trustees has been received. Board discussion took place on filling her vacant position on the Board of Trustees. There are two options available to us, either by a selection process or by-election. Robust discussion took place and it has been decided to use the selection process. The board will now advise the community that there is a vacancy and that the Board have resolved to fill this by the selection process. The community will then have 28 days to object in writing to the Board Chairperson. If 10% or more of the eligible voters object then the board will have to hold a by-election. Moved David Oakley/seconded Jared Cuff.

Meeting Closed at 7.27 p.m.

Next Meeting will be held on 15 September 2020.

Signed:

Chairperson

Dated: