

NORTHCROSS INTERMEDIATE SCHOOL

BOARD OF TRUSTEES

26 MAY 2020

PRESENT: David Oakley, Kevin Faulkner (Executive Officer), Marc Rowlinson (Staff Trustee), Christina England (Deputy Principal), Wendy Naidu (Deputy Principal), Lynne Potts (Board Secretary), Tania Wansink, Rachel McKenlay, Annamarie MacLean, Gavan Brunton, Jared Cuff.

APOLOGIES: Jonathon Tredray (Principal), Jill Haslam (Deputy Principal).

MEETING STARTED AT: 6.45 p.m

David Oakley informed all the members that Jonathon was unwell and he wishes him all the very best from the Board of Trustees.

MINUTES OF THE PREVIOUS MEETING: Minutes from the previous meeting held on the 18 February 2020 are a true and accurate record. Moved Rachel McKenlay/Seconded Gavan Brunton. Carried unanimously.

REPORTS:

PRINCIPALS: Wendy Naidu presented the Principals report for Jonathon Tredray.

LOCK DOWN: A huge thank you has to go to all our teachers that did such an incredible job doing zoom lessons during lock down. During level three we had an average of 12 students attending Northcross. Level two we have now over 95% of students back in attendance we still have 29 students who have opted into our virtual learning programme and one teacher has been assigned to the management all of this. Board discussion took place and Wendy reported that approximately 26 students from each class entered into every zoom tutorial while in lock down. Thankfully before lock down was announced we lent out devices to those students who didn't have them. A student survey is currently circulating asking our students to reflect about their time during lock down.

NAG 3 Employment: Our school nurse Keli Dean resigned during lock down.

NAG 5 Health & Safety: The next meeting has been scheduled for June.

NAG 7 & 8: Both the 2020 Analysis of Variance and Charter/Strategic plan have been sent to the MOE.

BEGINNING OF THE YEAR DATA: This was shared within the Principals report. This will serve as our baseline data going forward.

David Oakley moves that the Principals report be accepted/seconded Jared Cuff. Carried unanimously.

FINANCE: Kevin Faulkner presented his report to the Board.

AUDIT: The 2019 audit is now complete and the figures remain unchanged to those contained in the February 2020 report as "Pre-Audit". This leaves the school's working capital in a strong position to deal with the COVID-19 fall-out.

IMPACT OF COVID 19 ON THE BUDGET: The majority of the impact of this will be felt in the second half of the year as international students due to arrive at the start of term 3 will no longer be able to do so because of travel and NZ border restrictions. Other sources of income will also be lost leading

to an expected total reduction in net income for the year of around \$235,000.00. Our working capital can manage this although capital expenditure projects due for further consideration for 2020 will now be put back until 2021. Furthermore, tighter budget restrictions for future years may need to be considered depending on the likelihood or not of the international student market re-opening and/or returning to pre-Covid levels.

PROPERTY: David Oakley has advised that Yasmin from the MOE will have compiled a report on the weather tightness of the music block including costings and their impact on the school's new 5-year property plan. In the light of this, our property priorities will be re tabled for discussion at our next meeting.

Annamaria MacLean moves that the Finance report be accepted/seconded Jared Cuff. Carried unanimously.

David Oakley on behalf of the Board thanked Kevin Faulkner for all of his amazing work on the finances of the school. He also thanked Sharon Hines and Anna Lewthwaite for their continued and valued work with our International Students during the uncertainty of lock down. They ensured that all students under their care were looked after and that they were safe. David Oakley also mentioned the email of thanks from the BOT thanking the leadership of the SMT, teachers, teaching assistants and administration staff that ensured the lock down process went as smoothly as it did.

CORRESPONDENCE:

GRASSROOTS TRUST: Thank you letter was sent for their grant of \$24,000.00 towards the School Wellness Programme.

Email: Kara-joyce McFarland sent an email regarding COVID-19 bill. A reply from Ioana Holsted the Secretary for Education has been forwarded to Kara-joyce McFarland as a reply with the correct information regarding the new health response order.

RSM HAYES AUDIT: Thanks to both Jonathon Tredray and Kevin Faulkner for their continued assistance and cooperation during their audit.

Meeting Closed at 7.28 p.m.

Next Meeting will be held on 23 June 2020 at 6.00 p.m.

Signed:

Chairperson

Dated: