**NORTHCROSS INTERMEDIATE SCHOOL**

**BOARD OF TRUSTEES MEETING**

**8 APRIL 2025**

**PRESENT:**  David Oakley (Chairperson); Jonathon Tredray (Principal), Kevin Faulkner (Executive Officer), Anne-Marie Spice (Executive Officer), Marc Rowlinson (Staff Trustee), Jacqui Spencer (Board Secretary), Christina England (Deputy Principal), Jill Haslam (Deputy Principal), Steve Mueller (Deputy Principal), Tania Wansink, Kelly Young, Steve Murray

**WELCOME:** David Oakley welcomed everyone and opened the meeting at 6:11pm.

**MINUTES OF THE PREVIOUS MEETING:** Minutes from the previous meeting held on 4 March 2025 are a true and accurate record. Moved / Seconded David Oakley. Carried unanimously.

**REPORTS:**

**PRINCIPALS:**

Jonathon Tredray welcomed Anne-Marie Spice to the meeting, and acknowledged Kelly Young for her recent presentation to school principals.

Jonathon Tredray presented his report to the board.

**International students overview:** The board entered into discussion around diversifying the school’s international student intake by marketing Northcross internationally using previously unexplored channels.

**PROPERTY:**

The 10 Year Property Plan identifies two major developments for our 5YPP, being the upgrade of rooms 17-22; and the refurbishment and upgrade of rooms 56 to 60.

David Oakley asked whether the plans gave ample consideration to future-proofing the school, and noted that the Board has had no say in the allocation of funding. Robust discussion ensued around the suitability of the developments in light of a probable future roll increase, and the potential for a possible redesign and rebuild, as opposed to refurbishment. Jonathan Tredray explained that the current 10 year plan focuses on funding for maintenance, as opposed to development, and stressed the urgency of beginning the projects as soon as possible. David Oakley asked the board to vote on either agreeing to the proposed terms simplistically, or to ask for further dialogue with the MOE and Watershed Group. The board agreed that the funding should be secured, and terms accepted. David Oakley motioned for a simplistic agreement of terms. Carried unanimously.

Jonathon Tredray moved that his Principal’s report be accepted / Seconded Marc Rowlinson. Carried unanimously. 

**FINANCE:**

Kevin Faulkner presented his report to the board. Kevin Faulkner noted that the school’s finances are operating as expected. The costs for camp and outdoor education week are coming in, and we should have a good indication of where we stand by April. Donation contributions have been positive, and the International student fees have met the budget. Last year’s figures, pre-audited, show a surplus and the budget is currently ahead of last years’. We have $400 000 working capital as at the end of last year, plus an additional $480 000 for the Astro. The Astro Turf project is almost completed with final lighting adjustments underway, after which final payment will be due. Payment to Tiger Turf is due at the end of May. Going forward, funds are being set aside for future maintenance of the Astro Turf, at $2500 per month. The current weather tightness project is almost finished with paperwork being finalised.

David Oakley thanked Kevin Faulkner for his outstanding efficiency and dedication to Northcross over the last 17 years. David Oakley moved that Kevin Faulkner’s report be accepted / Seconded Kelly Young. Carried unanimously.

Property report - Andrew Bolland’s Property Report was carried as read. Moved David Oakley / Carried unanimously.

**Staff report:** Marc Rowlinson thanked the Senior Leadership Team, specifically Christina England for her outstanding camp organisation, Jill Haslam for keeping Northcross running while others were away, and Steve Mueller for organising the Challenger series. Marc Rowlinson said these activities are of a great benefit to both staff and students, and build communal spirit while reflecting the special culture of our school.

David Oakley noted that Lynne Potts will be retiring from her role at Northcross at the end of the term. The board agreed that Lynne Potts will be deeply missed, and acknowledged her 29 years of service and dedication to Northcross.

The Staff report was carried as read. Moved David Oakley / Carried unanimously.

**GENERAL BUSINESS:**

The board discussed seeking third party consultation to update Northcross’ Bullying policy. The goal is to review existing procedures and update and standardise them where possible and where necessary. Kelly Young and Jill Haslam will communicate directly in this regard. Moved David Oakley / Seconded Marc Rowlinson. Carried unanimously.

**CORRESPONDENCE:**

**Yasmin Briden:** East Coast Road Stormwater connection. David Oakley is waiting for engineering documentation that can be passed to MOE for review and approval.

**Hayden McRobbie, Health NZ**: The response letter detailing the cessation of the screening services was read.

**Fiona Lander:** Request for unpaid leave from 18 August to 19 September 2025. Jonathon Tredray moved that this be granted / Seconded Marc Rowlinson. Carried unanimously. Jacqui Spencer to send a letter of confirmation.

**Amelia Webster:** Request for unpaid leave from 21 August to 12 September 2025. Jonathon Tredray moved that this be granted / Seconded Marc Rowlinson. Carried unanimously. Jacqui Spencer to send a letter of confirmation.

**Meeting Closed at 7:33p.m.**

**Next Meeting will be 20 May 2025**

**Signed: Chairperson**

**Dated:**

**Into Committee at 7:34pm.**

**Out of Committee at 7:40pm.**