

**MINUTES OF THE CROMWELL COLLEGE BOARD OF TRUSTEES MEETING:
13 June 2024 at 5.30 pm**

Present: Odette Hopgood, Karleigh Dimond, Aaron Thomson, Karen Gallagher, Chaunē Engelbrecht, James Dicey and Mason Stretch

In attendance Rebecca Anderson

Apologies Terry Davis

Presentation Ann-Maree Chatterton - HoF Physical Education
Jacalyn Tapp, Fiona Hancock, and Larissa McElhinney - representatives from Connect 4 College

1. Administration

Declaration of Interest

The declaration of interest has been included in the agenda.

2. Strategic Decisions

1. Annual Plan strategic update
2. Draft Annual Report - feedback/comments welcomed from the Board of Trustees
3. ERO update -

3. Monitoring and Review

1. The Principal's report has been circulated.
 - a. Vaping - survey and discussion groups held with students. Our school property team (School Support) has been contacted and their view was more sensors were installed over cameras. A letter is to be drafted to the community explaining what we are doing and why. Explanation that the cameras will not be in cubicle and privacy protocols will be in place. This is one of the number of steps being undertaken as cameras by themselves are not the solution. This should also alleviate the vandalism recently experienced in the toilets.
2. New build update and Property -
 - a. The technology build is on track, an opportunity to have a tour through the building in the middle of next term
 - b. Ministry staff here to design toilet block for high-needs students
 - c. Balustrade nearly finished in the gymnasium along with the boys toilet area. Due to move to the Girl's ablution side soon for upgrade.
 - d. The cyclic re-painting of school is due to be priced and actioned Term 3 & 4 holidays
3. Financial reports present and accepted.
4. Self Review - The Review committee presented the vexatious guideline to the board.

Motion that the vexatious guideline be approved and the guideline uploaded to website.

Moved Karleigh **Seconded** James

5. Health & Safety - Audit process of health and safety process LM Safety report. Pete Eley is going to review the details of the EOTC process and LM Safety is to review their implementation and utilisation and report back to the Board.

Motion that Cromwell College engage the services of both LM Safety and and Pete Eley to review our H&S process.

Moved James **Seconded** Karleigh

6. Aaron has met with Bill Godsall concerning the Watersports Centre. He has yet to meet with the Rowing Club. We need to maintain the premises and equipment. Bill will finish his report to send to the board.

7. In-Committee

- a. Student updates
- b. Staff updates
- c. Complaints

The Board moved into committee at 6.40 pm to discuss sensitive matters.

The Board moved out of committee at 6.45 pm, and the resolutions made in committee became the board's resolutions.

4. Strategic Discussions

1. CCCT has been settled on sale. Acknowledgment from the board to the founding members. A note of appreciation to Paul Piebenga for the access to the facilities. Distribution policy to be circulated to the board.
2. C4C - a frank discussion around the direction of the C4C committee - funds to be handed over to the college along with suggestions on how the funds are to be used.
3. Community Consultation on strategic plan - James is to continue with the plan and add some dates to a timeline.

5. Agenda Items for Meeting on 8 August 2024

6. Administration

RESOLVED that the minutes of a meeting held on 16 May 2024 be received as a true and correct record.

Moved James **Seconded** Aaron

Suggested presentations for the board

- Bill Godsall is to present at the next meeting
- Distribution policy
- Fundraising guideline

The meeting closed at 7.05 pm

Signed

On behalf of Presiding Chair: Karleigh Dimond

Date

Action Points from 16 May 2024 meeting

AP	WHO	WHAT	WHEN	UPDATE
1.	Becs	Letter to Paul Piebenga thanking regarding Apartments Complex		
2.	Mason/Terry	Communication to community on vaping issues		
3.				
4.				