



**AC Board Meeting
February 18, 2025 at 5:00pm**

Present:

Sarah-Jane Whitehead	Presiding Board Member
Kylee Jefferies	School Leader
Stephen Miller	Board Member
Leslie Pakau	Parent Representative
Shantae Bedggood Katipa	Student Representative
Lisa Takuira	Staff Representative

Apologies:

Benjamin Samuel	Parent Representative
Caroline McLeod	Parent Representative

It was then moved that the apologies be accepted.

Moved: SJW

Seconded: SM

Carried: LT

Declaration of conflict of interest:

N/a

In Attendance:

Members of the public:

Agenda Item	Discussion
<i>AC Board Minutes for Nov/Dec, 2024, to be ratified on February 18, 2025</i>	Nov/Dec ACB Agenda Minutes 2024 <i>Moved: SM</i> <i>Seconded: LT</i>
<i>Delegation of the Board Chair</i>	<i>The AC Board resolve that Sarah-Jane Whitehead will continue as board chair for 2025</i>
<i>Confirming date for Triennial Election</i>	2025 Triennial Elections: <i>The AC Board discussed and confirmed the 2025 Triennial Elections date to be Wednesday 10 September 2025.</i> 2025 Student Elections: <i>The AC Board discussed and confirmed the 2025 Student Representative Elections to be Thursday 4 September 2025</i>
<i>Code of Conduct for Board Members</i>	Please refer to the Code of Conduct for Board Members <i>It was then accepted by The AC Board that the Code of Conduct for Board Members was read and understood.</i> <i>Moved: SJW</i> <i>Seconded: SM</i>
<i>Board Delegations</i>	Please refer to the NZSBA Delegations list. <i>The AC Board has discussed and confirmed the 2025 Delegations list including confirmation on the relevant committees and its members.</i> Health & Safety sub-committee <ul style="list-style-type: none"> • Sarah-Jane Whitehead • Kylee Jefferies • Lisa Takuira • Sarah Lomb
School Leader's Report	<i>The School Leader's Report was presented to the Board by Kylee Jefferies with discussion of the following:</i> <ul style="list-style-type: none"> - Welcoming in all our 2025 new staff and learners and their whānau to Alfriston College. - ASB Polyfest will run from April 2 - 5, 2025. - Strengthening relationship with mana whenua. - Attendance Reporting. - MOE Revised Codes. - Criteria changes for schools closing for instruction.

	<ul style="list-style-type: none"> - Kāhui Ako WIS Achievement team appointment. - Preliminary 2024 NCEA Achievement results. - Draft AC Annual Implementation Plan 2025. - Tirohanga Block update. - ERO Review confirmed visit dates. <p><i>It was then moved that the following from the School Leaders Report - Feb 18, 2025 be accepted.</i> Moved: SJW Seconded: LP</p>
Human Resources	<p><i>It was then moved that the following from the HR Board report - Feb 18, 2025 be accepted.</i></p> <p>Moved: SJW Seconded: SM</p>
Monthly Finance Report 2025 Final Budget	<p><i>It was then moved that the following from the Monthly Management Accounts - Feb 18, 2025 be Accepted.</i></p> <p>Moved: SJW Seconded: SM</p>
Property Report	<p><i>It was then moved that the following from the Property Report - Feb 18, 2025 be Accepted.</i> Moved: SM</p> <p><i>It was then resolved by the Alfriston College to agree to proceed with the Court Canopy Project</i> Moved: SJW Seconded: SM</p>
EOTC Te Kahikātoa Term 1 Noho Schedule	<p><i>The AC Board accepted and endorsed the following from the EOTC Te Kahikātoa Term 1 Noho Schedule.</i> Moved: SJW Seconded: SM</p>

4. IN-COMMITTEE

It was then moved that the AC Board go 'into committee' to discuss matters relating to staff members and students and matters of a commercially sensitive nature, this being necessary to protect the privacy of the individuals under Section 9 of the Official Information Act 1982.

At: 6:31pm
Moved: SJW Seconded: SM

OUT OF IN-COMMITTEE

At: 6:47pm

Moved: SM

Seconded: SJW

In committee items to be released to main minutes

That the board approves William Ah-Van's discretionary leave request from March 13-21, 2025.

That the board approves Sarasopa Sarasopa's discretionary leave request from March 12-29, 2025.

That the board approves School Leader, Kylee Jefferies annual leave requests on the following dates during term breaks:

That the board has agreed to fund concurrence for the School Leader, Kylee Jefferies.

That the Alfriston College Board agrees to pay for all additional legal meetings that Sarah-Jane has attended outside of her regular duties for the Alfriston College Board.

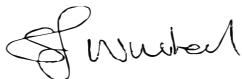
Any other matters:

Actions for next meeting

Action	Who	Timeframe
Delegation of duties update for next board meeting.	SJW and JS	

Meeting closing time: 7:35pm

Signed by:



Sarah-Jane Whitehead (Presiding member)

Date: April 1, 2025.