BOTANY DOWNS Secondary College

MINUTES OF THE SCHOOL BOARD MEETING
HELD ON MONDAY 28 JULY 2025 AT 5:30PM IN THE BOARDROOM

PRESENT:	Lauren Albrey, Ian Marshall, Garry Larsen, Kerrie Holmes, Vonja Young, Hannah Ghiyath, Nicola Troughear and Sarah Madden.	
APOLOGIES:	Karen Brinsden, Diedré Lane, Billyjo Flesher-Martin.	
WELCOME:	At 5:30pm the Presiding Member opened the meeting.	*L Albrey*
1. CONFLICTS OF INTEREST:	Nil.	*L Albrey*
2. MINUTES:	With no changes or omissions noted, the Minutes of the last meeting dated Monday 23 June 2025 were taken as read. There were no further comments or matters arising. ***Motion:*** *The Presiding Member proposed acceptance of the Minutes, seconded by G Larsen, with all in favour.*	*L Albrey*
3. ACTIONS FROM PREVIOUS MINUTES:	**Action** / **Who** / **Update** Nil.	
4. FINANCE:	**Finance Report:** The Finance Report for June 2025 was taken as read. ***Motion:*** *The Presiding Member moved that the Finance Report be accepted, seconded by G Larsen with all in favour.* **Cheque Register:** The Business Manager put forward that the payments for the below months be approved: June 2025 - $1,032.000.78. ***Motion:*** *The Presiding Member recommended ratification of the monthly payments, seconded by G Larsen with all in favour.*	*K Holmes*
5. PROPERTY:	**Property Report:** The Property Report for June 2025 was taken as read. ***Motion:*** *The Presiding Member moved that the Property Report be accepted, seconded by N Troughear with all in favour.* • Recent testing of the new gym floor confirmed no horizontal movement. However, underlying issues have been identified, stemming from faults in the original concrete foundation. The concrete laid during initial construction did not meet the specified standards, which has contributed to the current concerns. • Stage 4 of the remedial work is currently underway. During this phase, Form Construction identified that the passive fire systems installed between floors are non-compliant. This issue will require further review by both the Council and the project architects, which is expected to result in delays and additional costs. • A Letter of Intent was issued to Form on 19 June to formalise the next steps. The Ministry of Education (MOE) has confirmed it will provide supplementary funding to cover costs beyond the original 5YA allocation, specifically related to the boiler pipework. This additional funding has been applied for to support our overall 5YA budget. We are actively working to align the boiler pipework upgrades with the broader remedial works to ensure efficiency and minimize disruption.	*K Holmes* *I Marshall*
7. PRINCIPAL'S REPORT:	The Principal's Report was taken as read. ***Motion:*** *The Acting Principal moved for acceptance of the Principal's Report, seconded by G Larsen with all in favour.* **AI Policy Update** We are currently reviewing our approach to AI use within the school and are working towards finalising a policy. We hope to have a draft available soon. **Numeracy and Literacy Co-Requisites** We are holding an information evening on Wednesday 30 July for parents and students in Year 11-13 who do not have their numeracy and literacy co-requisites.	*K Holmes*

This evening will focus on this critical qualification that all students must achieve.
The session will provide a clear overview of what is involved and offer practical guidance on how you to best support students, so they are successful at attaining it.

Attendance
Attendance remains on track, and we continue to work closely with our more challenging students and their families to provide support and improve engagement.

Curriculum – Level 1 General Science (1SCI) – Course Discontinuation (2026)
The Senior Leadership Team has approved the removal of Level 1 General Science (1SCI) from the 2026 curriculum as a one-year trial. This decision will be reviewed by HOLAs and SLT in 2026. The revised Level 1 Science curriculum now includes three distinct courses: Supported Science (1SCL), Chemistry/Biology (1SCB), and Physics/Earth Science (1SCP). 1SCI was found to be ineffective in preparing students for Level 2 Sciences and did not meet student/parent expectations. Achievement rates in 1SCI were low, and class composition was not conducive to effective learning. SLT reaffirmed that Science should remain a core subject at Year 11.

NCEA Review – Government Update
The Minister of Education, Erica Stanford, and the Prime Minister are currently considering a comprehensive review of the NCEA qualification system. This initiative reflects growing concerns around achievement outcomes and curriculum consistency. We are awaiting further details from the Ministry and will keep staff, students, and the wider school community informed as more information becomes available.

8. STRATEGIC PLAN: Progress against all actions for of our annual goals will be kept up to date via the live link. The goals will be a continuous report with actions dated stamped as appropriate. *K Holmes*

10. BOARD COMMITTEE REPORTS:

11.1	**Disciplinary Committee:** Refer to Principal's Report.	*G Larsen*
11.2	**Property Committee:** Refer to Property Report.	*I Marshall*
11.3	**Personnel Committee:** Refer to In Committee.	*L Albrey*

11. CORRESPONDENCE: Nil.

12. EOTC TRIPS:

Trip Name	Location	Dates	TIC
Get to Go	Auckland	30 July	Rachel Scott & Vanessa Walter
Snow Planet	Auckland	11 August	Linda Byrne
10OED Rock Climbing	Auckland	12-13 August	Matt Cowie & Wilmari Pretorius
Girls Football	Napier	24-29 August	Vanessa Walter & Debbie McGregor
Equestrian	Taupo	24-30 August	Rachel Scott

MEETING CLOSED: With no further items to discuss, the meeting closed at 7:25pm. *L Albrey*

UPCOMING EVENTS:

Monday 4 to Friday 8 August	Money Week
	Library Week
Wednesday 6 to Friday 8 August	"Pulse" Dance Showcase
Thursday 7 to Wednesday 13 August	Student Representative on the Board Nominations Open (Closes 13 August)
Thursday 8 August	Botany Challenge
Monday 11 to Friday 15 August	Maths Week
Monday 18 to Friday 22 August	Arts Week
	2026 Head and Lead Student Applications Open (Closes 27 August)
Tuesday 19 August to Friday 22 August	School Production
Wednesday 20 August	In-Zone Enrolments for 2026 Due
Monday 25 to Friday 29 August	Winter Sports Tournament Week
Wednesday 27 August	Out-of-Zone Enrolment Applications Close
Friday 29 August	Student Representative on the Board Voting Day

NEXT MEETING: Monday 25 August 2025 at 5:00pm in the BDSC Boardroom.

25 August 2025

SIGNATURE OF PRESIDING MEMBER
Mrs Lauren Albrey