

WHANGAREI BOYS' HIGH SCHOOL BOARD OF TRUSTEES

**Meeting held in the Board Room
5.45pm on Tuesday 26 March 2019**

MINUTES

PRESENT: D. Robertson, K. Gilbert-Smith, T. Robinson, F. Symonds, J. Hewitt,
S. Huurnink

IN ATTENDANCE: F. Semenoff (Stand in Secretary), Sonny Sun (Contract Manager to the Ministry),
Clive Huggins, Bronte Pierson

APOLOGIES: Y.Nees, Ben Smith, Greg Atkins

<u>General Meeting</u>	
1	<p>Property Update Sonny gave an update on the project brief since his last report in February. Tender closes this Friday. Karen and Sonny to meet regarding evaluation. Tender for Design team, Lead Architect, Engineering trades including Planner will close 12 April. By the time the next Board meeting it should either be signed up, underway or signing the contract – on track. Sonny then introduced Clive Huggins.</p> <p>Moved that we move 'into committee' K. Gilbert-Smith/J. Hewitt All in favour Carried</p> <p>Following further 'In Committee' discussion of tender documents and other property matters Sunny Sun, Clive Huggins and Bronte Pierson left the meeting.</p> <p><u>Register of Interests</u> Check for additions or alterations – please note members to check and make sure it is accurate.</p> <p><u>Draft: Annual Plan Review Schedule 2019</u> Board work plan 2019 was presented by Jan. Addition of Student Engagement/Attendance to be added to the new local initiatives row for the month of March. Appreciation was extended to Jan for all her hard work in submitting this schedule. It was moved by Don Robertson that the schedule be adopted.</p> <p>All in favour - Carried</p>
2	<p><u>Confirmation of Minutes</u></p> <ul style="list-style-type: none">• 26 February 2019 <p>Moved: That the minutes of 26 February be approved</p> <p>T. Robinson/K. Gilbert-Smith All in favour Carried</p>

3	<p><u>Matters Arising from Minutes of Last Meeting</u></p> <p><u>Action List - 26 February 2019</u></p> <ul style="list-style-type: none"> • BoT members - NZSTA Governance Framework folder update: in the process of being updated • Morning tea thanks to staff: final results are in. Date for morning tea to be arranged. Nos to be emailed to Jan.
4	<p><u>Correspondence</u></p> <p>Outwards None</p> <p>Inwards</p> <ul style="list-style-type: none"> • MoU Youth Space - provision of additional nursing service. Additional nurse for a day a week. • STA news – explanation of non-issue at the last Board meeting.
5	<p><u>Chair's Report</u></p> <p>A verbal report was given. A few meetings have been held with Karen and also with Sonny Sun re: tender documents. Contact has been made via email with Dulcie Thompson re: Returning Officer position. NZSTA election timeline set down to be adhered to.</p>
6	<p><u>Management Reports</u></p> <p>6.1 <u>Strategic Review</u></p> <ul style="list-style-type: none"> • Student Engagement Attendance Taken as read. Ministry attendance sheet can be added. (Karen to action) Engagement/Attendance goal to be added to new 2019 Board Work Plan. <p>7 <u>Regular Review:</u></p> <ul style="list-style-type: none"> • Preliminary NCEA results Updated results (on page 25) comparisons with other local schools L1 in top 3, L2 in top 3, L3 or UE - do not feature. Apprenticeships/jobs are on the radar for Year 13 boys. • Priority Learners - report received • Audit checklist 1 - General HR Policies – to be completed by Review Committee • NCEA Targets Special Needs – report received • Property Update • New ERO evaluation Indicators - Stewardship to be completed by Review Committee • Community of Learners (CoL) - taken as read. Further interviews for across school appointments. • Indicators – outstanding parent attendance at the recent Whanau Conference. <p>7.1 <u>Health, Safety & Wellbeing Report</u></p> <p>Harrison Tew - lock down, evacuation drill. This drill is to be held next term as Harrison Tew unavailable this term and also the Tai Tokerau Festival event being co-hosted by WBHS/WGHS is being held in the last week of term 1. Medical and other issues were mentioned regarding lockdown procedures. Report from HSW Committee was taken as read.</p> <p>All in favour - Carried</p>

7.2	<p><u>Policies</u></p> <ul style="list-style-type: none"> • Health and Safety • Timetable <p>Moved: That the above policies be adopted as recommended K. Gilbert-Smith/T. Robinson All in favour Carried</p>
7.3	<p><u>EOTC Trips (full details available in the dropbox)</u></p> <ul style="list-style-type: none"> • Team Sailing - National Championship Warkworth 20 April 2019 - 26 April 2019 • WBHS 1st XI Hockey Development - Anzac Tournament Hamilton 24 April 2019 - 26 April 2019 • 13OED Overnight (Trip 1) Waitomo 17 June 2019 - 22 June 2019 • 13OED Overnight (Trip 2) Waitomo 24 June 2019 - 29 June 2019 <p>The following 4 applications were presented for approval at meeting:</p> <ul style="list-style-type: none"> • International Students Rotorua 27 May 2019 – 29 May 2019 • 12BUS/12TOU Rotorua 26 May 2019 – 28 May 2019 • 1st XI Hockey Christchurch 1 September 2019 – 7 September 2019 • Adventure Racing – Hillary Challenge final Tongariro 29 April 2019 – 4 May 2019 <p>Moved: That the above-mentioned EOTC trips be approved. D. Robertson/F. Symonds All in favour Carried</p>
7.4	<p><u>Funding Applications:</u></p> <p>Moved: That the Trustees approve the following sponsorship applications be submitted to Oxford Sports Trust.</p> <p><u>Oxford</u> Hockey - Turf Fees - \$8,856.99 Hockey - Uniforms - \$3,760 Rugby 1st XI North Harbour Transport - \$4732 Hockey - Goalie Gear - \$1,828.09 OED - Snorkelling Fins - \$782.61 Geography Rotorua Trip - \$4,276</p> <p>T. Robinson/J. Hewitt All in favour Carried</p>

