

**WHANGAREI BOYS' HIGH SCHOOL BOARD OF TRUSTEES**

**Meeting held in the Board Room  
Tuesday 24<sup>th</sup> September 2019**

**MINUTES**

**PRESENT:** D. Robertson, K. Gilbert-Smith, A. Hemara, A. Carvell, D. Slatter, F. Symonds

**IN ATTENDANCE:** S. Sun (MoE Project Delivery Manager - via speaker phone – ended 6.15pm)  
B. Woodgates (Student Trustee, commencing October)  
Ani Taylor (Visitor)  
Y. Nees (Secretary)

**APOLOGIES:** G. Atkins, R. Harrison, S. Huurnink, D. Slatter

**Property Update**

**Move to InCommittee:**

“Moved “That in terms of Section 48 of the Local Government Official Information and Meeting Act 1987 the public be excluded from the next portion of the meeting because it wishes to discuss matters potentially impacting staff for the reason that discussion of these matters in public would infringe the privacy of a natural person under Section 9 (2) (a) of the Official Information Act 1982.”

D. Robertson / K. Gilbert-Smith Carried

**Out of Committee**

Moved: That the public be allowed to return to the meeting and the exclusion be lifted

D. Robertson / K. Gilbert-Smith Carried

<u>General Meeting</u>	
<b>1</b>	<b><u>Register of Interests</u></b> No additions or alterations  <b><u>Annual Plan Review Schedule 2019</u></b> No additions or alterations
<b>2</b>	<b><u>Confirmation of Minutes</u></b>  Resolution via email: Moved that the minutes of 27 <sup>th</sup> August 2019 be approved D. Robertson / S. Huurnink 5 in favour (2 not received) carried
<b>3</b>	<b><u>Matters Arising from Minutes of Last Meeting</u></b> None

4	<b><u>Correspondence:</u></b> None
5	<b><u>Chair's Report</u></b>
6	<b><u>Management Reports</u></b>
6.1	<b><u>Strategic Review</u></b>
6.2	<b><u>Regular Review:</u></b> <ul style="list-style-type: none"> <li>• Gifted &amp; Talented Report Discussion around the GATE report and the programme within the school. This included discussion around class streaming.</li> <li>• Indicators</li> <li>• Stand Downs – Year to Date</li> </ul>
6.3	<b><u>Emergent Review</u></b> <ul style="list-style-type: none"> <li>• STEM Subjects in Y13 Karen advised that this information is provided by NZQA</li> <li>• CoL Report – A. Gilbert, Lead Principal Karen spoke to Allister's CoL Report, explaining the new LSC positions within the school.</li> </ul>
6.4	<b><u>Health, Safety &amp; Wellbeing Report</u></b>
6.5	<b><u>Policies</u></b> None
6.6	<b><u>EOTC Trips</u></b> Moved that the following EOTC trips be approved <ul style="list-style-type: none"> <li>• Touch Team 2019 Nationals – Rotorua 12 December to 15 December 2019</li> <li>• Senior Basketball 2019 Nationals – Palmerston North D. Robertson / F. Symonds all in favour carried</li> </ul>
6.7	<b><u>Funding Applications:</u></b> Moved that the Principal be authorised to apply to Grassroots Trust for 3 Mini Vans D. Robertson / F. Symonds all in favour carried  Moved that the Executive Officer be authorised to apply to Oxford Sports Trust for the following: <ul style="list-style-type: none"> <li>• Goal post pads &amp; padded flag poles for fields \$5,547.83</li> </ul>

	<ul style="list-style-type: none"> <li>• School Minivans x3 \$150,965.79</li> <li>• Video Camera &amp; stand for Hockey \$2,500</li> <li>• Get2Go Team, Great Barrier Island Trip, Transport &amp; Accommodation \$5,965.23</li> </ul> <p>D. Robertson / K. Gilbert-Smith all in favour carried</p> <p>Moved that the Executive Officer be authorised to apply to Pelorus Trust for 1<sup>st</sup> XI Hockey Uniforms - \$3,872</p> <p>D. Robertson / K. Gilbert-Smith all in favour carried</p>
<b>7</b>	<p><b><u>Financial Committee</u></b></p> <ul style="list-style-type: none"> <li>• Finance Minutes 16 September 2019</li> <li>• Profit &amp; Loss as at 31 August 2019</li> <li>• Balance Sheet as at 31 August 2019</li> <li>• School Donations fact sheet</li> </ul> <p>Discussion was held around the new funding scheme from the MoE to replace Parent Donations. This will be tabled again at the next meeting.</p> <p>Karen advised the Board of the potentially low boarding numbers for 2020 in Carruth. Discussion around the possible reasons for the low numbers. The finance committee recommended establishing a review committee to look into this and the financial implications. This has been deferred to the next meeting due to low Trustee attendance at this meeting. Don will email all Trustees in advance of the October meeting.</p> <p>Karen advised the Trustees that due to the resignation of the Director of International Students we will need to advertise this position immediately to ensure a handover period. Moved to authorise the Principal to advertise for a Director of International Students</p> <p>D. Robertson / A. Carvell all in favour carried</p>
<b>8</b>	<b><u>General Business</u></b>
<b>9</b>	<p><b><u>Matters for the next meeting</u></b></p> <ul style="list-style-type: none"> <li>• MoE Funding to replace Parent Donations – decision to accept or decline</li> <li>• Establish a Carruth Review Committee</li> </ul>

Thank you to Flynn Symonds for his year as Student Trustee.

**Meeting Closed 7.55pm**

**Next Meeting : Tuesday 22<sup>nd</sup> October 2019**



Don Robertson  
Board of Trustees Chairman

Resolution via email:

Moved that the minutes of 24<sup>th</sup> September 2019 be approved

D. Robertson / A. Hemara

5 in favour (1 not received, 4 absent) carried