

WHANGAREI BOYS' HIGH SCHOOL BOARD OF TRUSTEES

**Meeting to be held in the Board Room
Tuesday 25th August 2020**

MINUTES

PRESENT: D. Robertson, K. Gilbert-Smith, G. Atkins, B. Woodgates, A. Carvell, D. Slatter,
S. Huurnink
R. Harrison, S. Sun (attendance via Zoom)

IN ATTENDANCE: G. O'Neill (MoE Project Delivery Manager) – via Zoom
Y. Nees (Secretary)

APOLOGIES: A. Hemara

<u>General Meeting</u>	
<u>MoE Project Steering Group Report</u>	
<u>Move to In-Committee:</u> "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	
1	<u>Register of Interests</u> No additions or alterations <u>Annual Plan Review Schedule 2020</u> No additions or alterations
2	<u>Confirmation of Minutes</u> <ul style="list-style-type: none">• 23rd June 2020 Approved via email D. Robertson / D. Slatter all in favour carried (6 email replies, 3 non replies) Email resolution to approve the minutes was ratified D. Robertson / G. Atkins all in favour carried
3	<u>Matters Arising from Minutes of Last Meeting</u> <ul style="list-style-type: none">• A thank you letter was sent to HoF's for their presentation to the June Board Meeting• A letter was sent to the MoE regarding the change in Project Manager for the rebuild.

4	<p><u>Correspondence</u></p> <p><u>Inwards</u></p> <ul style="list-style-type: none"> • Kahui Ako Update to Schools • NZSTA – AGM • MoE, Sam Fowler, Head of Capital Works <p>Discussion was held in regards to the refurbishment of the Gymnasium</p> <p>Moved that the school accept the offer by the MoE to refurbish the Gymnasium as part of the rebuild project, with the scope of this work still to be advised. D. Robertson / G. Atkins all in favour carried</p> <p><u>Outwards</u></p> <ul style="list-style-type: none"> • HoF Thank You Letters: A. Kitson, JT Thomas, S. Kumar, M. Nogher P. Yeoman, V. Hill, K. Price • MoE – WBHS Redevelopment <p>Moved that the Inwards and Outwards correspondence be accepted A. Carvell / B. Woodgates</p>
5	<p><u>Chair’s Report</u></p> <p>None</p>
6	<p><u>Management Reports</u></p> <p>6.1 <u>Strategic Review</u></p> <ul style="list-style-type: none"> • COVID engagement online space “Equity” Focus <i>(taken as read)</i> <p>6.2 <u>Regular Review:</u></p> <ul style="list-style-type: none"> • Progress of Internal Credits Karen spoke to this report, highlighting the concerns around the results in Level 1 and strategies in place by the school as a result of this. • Indicators <i>(taken as read)</i> • Kahui Ako: Wellbeing Focus Karen explained the initiative “The Breakfast Club” and the success of this. Ben spoke from a student perspective as he is involved with this initiative. <p>6.3 <u>Emergent Review</u></p> <ul style="list-style-type: none"> • Carruth House: Report & Parent Feedback Discussion was held in regards to the suggestion from the Director of Boarding for the BoT to offer a Boarding Scholarship each year. It was agreed this was a good initiative with the criteria around “distance”. The Trustees would like further information in regards to the process that would be used to determine the recipient. <p>Moved that the Distance Boarding Scholarship be approved in principal, awaiting further information from the Director of Boarding around the selection process to be used. D. Robertson / K. Gilbert-Smith all in favour carried</p> <p>The Trustees agreed this was a comprehensive report and asked that a thank you be sent to the Director of Boarding.</p>

6.4	<p><u>Health, Safety & Wellbeing Report</u> <i>(taken as read)</i></p>
6.5	<p><u>Policies</u></p> <p>Inclusive Learning Policy The changes to this policy were noted</p> <p>Moved that the Inclusive Learning Policy be approved K. Gilbert-Smith / D. Robertson all in favour carried</p> <p>Moved that the following policies be approved: External Communication Appointments – Staff Policy Making and Review D. Robertson / D. Slatter all in favour carried</p>
6.6	<p><u>EOTC Trips</u></p> <p>The following 2 EOTC trips have been cancelled since being submitted for approval to the Board Meeting</p> <ul style="list-style-type: none"> • Clay Target Shooting NZSS Championship, Christchurch 26th – 28th September 2020 • Hockey 1st XI Rankin Cup Tournament Auckland Grammar 31 August 2020 – 4 September 2020 <p>Moved that the following 2 EOTC trips be approved</p> <ul style="list-style-type: none"> • Football 1st XI Tournament Lindisfarne College, Hastings 30 August 2020 – 4 September 2020 • Psychology - Sleep Deprivation Overnight at WBHS 27th – 28th August 2020 <p>D. Robertson / B. Woodgates all in favour carried</p>
6.7	<p><u>Funding Applications:</u></p> <p>Moved that the Funding Coordinator be approved to apply to Oxford Sports Trust for:</p> <ul style="list-style-type: none"> • \$3,920.00 14x goals • \$3,080.00 14x rebounders (Jnr PE Programme) • \$2,869.57 6x Table Tennis Tables • \$2,731.00 Generic School Sport Uniforms 50x Tops, 30x Jackets • \$644.00 4x Climbing Ropes • \$1,200.00 20x Safety Helmets <p>S. Huurnink / S. Sun all in favour carried</p>

7	<p><u>Financial Committee</u></p> <ul style="list-style-type: none"> • Finance Minutes • Profit & Loss as at 31 July 2020 • Balance Sheet as at 31 July 2020 <p>Greg spoke to the financial reports</p> <p>The year to date profit is due to reduced costs (COVID related). This profit should flow on through to the end of the year.</p> <p>It was noted that Carruth Hostel is operating in a deficit. Greg explained that the MoE will not allow any funding for the Hostel from the Operational Grant. The deficit will be funded from Carruth Hostel retained earnings. The Business Manager is keeping track of the reserves and the expenses put against this. Hostel Income, apart from Boarding Fees, is down due to the cancellation of sporting events, again due to COVID, and the cancellation of the Facility Hire during the school holidays.</p> <p>\$592k FF&E funding has been received from the MoE. The ASB has offered 1.45% interest rate on a 9 month term deposit.</p> <p>Moved that the Business Manager be approved to invest \$592,000 on a 9 month term deposit with the ASB. G. Atkins / S. Sun all in favour carried</p>
8	<p><u>General Business</u></p> <ul style="list-style-type: none"> • Student Trustee Election Timeline

Move to In-Committee:

“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 / G. Atkins Carried

Meeting Closed 7:40pm

Next Meeting : 27th October 2020

Minutes Approved and Correct



*Motion via email:
Moved that the minute of 25th August 2020 be approved
D. Robertson / G. Atkins
9 emails of approval received*