

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

**Meeting held in the Board Room  
5:45pm Tuesday 23rd February 2021**

**MINUTES**

PRESENT: D. Robertson, K. Gilbert-Smith, G. Atkins, D. Slatter, S. Huurnink, A. Hemara, B. Woodgates  
S. Sun (via zoom until 6:15pm)

IN ATTENDANCE: Y. Nees – BoT Secretary

APOLOGIES: A. Carvell, R. Harrison

**New Build Monthly Progress Report – January**

In Attendance via Zoom

Taylor Tunstall (BECA)

Gene O'Neil (MoE)

**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.”

S. Huurnink / A. Hemara                      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

**Election of Officers**

**Chair**

The Secretary called for nominations

The only nomination was Don Robertson

Moved that Don Robertson remain as Chair for the Whangarei Boys' High School Board of Trustees

D. Slatter / S. Huurnink    all in favour    appointed

**Deputy Chair**

The Chair called for nominations

The only nomination was Greg Atkins

Moved that Greg Atkins remain as Deputy Chair for the Whangarei Boys' High School Board of Trustees

K. Gilbert-Smith / S. Huurnink    all in favour    appointed

## **Review of BoT Committees and Members**

- Finance
- Disciplinary
- Property
- Health & Safety
- Review
- Principal Appraisal (to be completed by the Board of Trustees in 2020)

Due to not all the Trustees being present at the meeting it was agreed that the Committees would remain the same as 2020 with a review of this once all Trustees are present.

## **Richard Able (MoE)**

Joined the meeting at 6:15pm

Karen explained to Richard that the school rebuild is based on a roll of 1300 students, with a 2<sup>nd</sup> stage rebuild for 1600 students. As our current roll is at 1273, with a Y9 roll of over 300 students, we would like to understand what roll number prompts the start of stage 2. Along with this the Trustees would like to understand what prompts the MoE to implement an enrolment scheme.

Richard spoke the all aspects of implementation of an enrolment scheme.

He advised that an enrollment scheme is now implemented by the MoE and not the schools.

The MoE will be entering into discussions with local area secondary schools over the next 6 months.

These discussions are for collecting data, discussing the possibilities of enrolment schemes and what the zones may look like, considering different scenarios.

Karen explained to Richard the main purpose and focus for WBHS retaining the Boarding Hostel, Carruth House even through difficult financial times. The opportunities that a Hostel gives to students in regards to career / sporting paths. An example given was that WBHS was one of only 3 schools in Northland offering 3 science subjects for those students wishing to follow a medical career. The Trustees would like to understand why the MoE is not interested in assisting hostels financially.

Richard was unable to comment on this.

<b>1</b>	<b><u>Register of Interests</u></b> No changes requested  <b><u>Annual Plan Review Schedule 2021</u></b> New Plan for 2021. Karen explained the changes Moved to adopt the new Annual Plan Review Schedule D. Robertson / D. Slatter      all in favour      carried
<b>2</b>	<b><u>Confirmation of Minutes</u></b> <ul style="list-style-type: none"><li>● 24<sup>th</sup> November 2020 Approved via email A. Hemara / B. Woodgates      5 email approvals</li></ul> Ratified at the BoT meeting G. Atkins / B. Woodgates      all in favour      carried
<b>3</b>	<b><u>Matters Arising from Minutes of Last Meeting</u></b> Action List <ul style="list-style-type: none"><li>● An invitation to attend the BoT was sent to Hira Gage</li><li>● NZSTA Conference Derek, Andre and Andrew will be attending the Conference</li></ul>
<b>4</b>	<b><u>Correspondence</u></b> <u>Inwards</u> <ul style="list-style-type: none"><li>● Invitation to Hira Gage Richard Able attended the meeting on behalf of Hira Gage</li></ul> <u>Outwards</u> None
<b>5</b>	<b><u>Chair's Report</u></b>

	None
<b>6</b>	<b><u>Management Reports</u></b>
<b>6.1</b>	<b><u>Strategic Review</u></b> <ul style="list-style-type: none"> <li>• Analysis of Variance Reporting This has been submitted to the MoE</li> <li>• Strategic Plan 2019 – 2021 The BoT need to set a time, approx. August, to develop a new Strategic Plan for 2022 - 2024</li> <li>• Detailed Strategic Plan</li> </ul>
<b>6.2</b>	<b><u>Regular Review:</u></b> <ul style="list-style-type: none"> <li>• Literacy and Numeracy Submissions regarding draft results closes on Friday 26<sup>th</sup> February. The full and final results should be available not long after that.</li> <li>• Karen tabled a breakdown of UE results. General discussion followed regarding this data.</li> <li>• WBHS Roll Numbers at 16 February 2021</li> </ul>
<b>6.3</b>	<b><u>Emergent Review</u></b>
<b>6.4</b>	<b><u>Health, Safety &amp; Wellbeing Report</u></b>
<b>6.5</b>	<b><u>Policies</u></b> Moved that the following Policies be approved <ul style="list-style-type: none"> <li>• Health &amp; Safety</li> <li>• Finance – Delegations Schedule</li> <li>• Finance – Internal Controls</li> <li>• Finance – Roles and Responsibilities</li> <li>• Finance – Budget</li> <li>• Finance – Theft &amp; Fraud Prevention &amp; Investigation</li> <li>• Gifts and Entertainment</li> <li>• Sponsorship and Charitable Donations</li> </ul> D. Slatter / G. Atkins all in favour carried
<b>6.6</b>	<b><u>EOTC Trips</u></b> Moved that the following EOTC trips be approved <ul style="list-style-type: none"> <li>• Cricket Y9/10 Manukau, Auckland 28<sup>th</sup> February to 5<sup>th</sup> March</li> <li>• OED Y13 Outdoor First Aid Course Puketotara Road, Northland 22<sup>nd</sup> – 24<sup>th</sup> March and 24<sup>th</sup> – 26<sup>th</sup> March</li> </ul> D. Slatter / S. Huurnink all in favour carried  Tabled at the meeting Moved that the following EOTC trip be approved <ul style="list-style-type: none"> <li>• Cricket 1<sup>st</sup> XI Gillette Cup Finals 21<sup>st</sup> March to 28<sup>th</sup> March</li> </ul> D. Slatter / S. Huurnink all in favour carried
<b>6.7</b>	<b><u>Funding Applications:</u></b> Moved that the following funding applications to Oxford Sports Trust be approved <ul style="list-style-type: none"> <li>• Hockey Equipment \$2,452.09</li> <li>• Hockey Uniforms \$1,880.00</li> <li>• Science Lab Chairs x33 \$5,002.20</li> </ul>

	<ul style="list-style-type: none"> <li>• Squash Coaching April 2021 to December 2021 \$3,600.00</li> <li>• Squash Sports Uniforms x20 \$674.00</li> </ul> <p>D. Robertson / S. Huurnink all in favour carried</p> <p>Tabled via email</p> <p>Moved that the following application to Oxford Sports Trust be approved</p> <ul style="list-style-type: none"> <li>• Social Sciences 30x Chromebooks \$14,00</li> </ul> <p>K. Gilbert-Smith / B. Woodgates all in favour carried</p>
<b>7</b>	<p><b><u>Financial Committee</u></b></p> <p><i>There has been no Finance Meetings since the November Board of Trustees Meeting</i></p>
<b>8</b>	<p><b><u>General Business</u></b></p> <p>None</p>
<b>9</b>	<p><b><u>Matters for the next meeting</u></b></p> <p>None</p>

**Move to In-Committee:**

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D. Robertson / S. Huurnink Carried

**NEXT MEETING : 23<sup>rd</sup> March 2021**

**MEETING CLOSED 8:20pm**

*Motion via email:*  
*Moved that the minute of 23<sup>rd</sup> February 2021 be approved*  
*D. Robertson / B. Woodgates*  
*5 emails of approval received*