

WHANGĀREI BOYS' HIGH SCHOOL BOARD OF TRUSTEES

**Meeting to be held in the Board Room
5:30pm Tuesday 25th May 2021**

MINUTES

PRESENT: D. Robertson, K. Gilbert-Smith, G. Atkins, S. Huurnink, A. Carvell, B. Woodgates
A. Hemara, R. Harrison (arrived at 5:50pm), S. Sun (left the meeting at 6:05pm)

IN ATTENDANCE: G. O'Neill - MoE
Y. Nees – BoT Secretary

APOLOGIES: D. Slatter

MoE Project Steering Group Report

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 / K. Gilbert-Smith Carried

1.	<u>Register of Interests</u> Additions: Andre – Tai Tokerau Education Trust <u>Annual Plan Review Schedule 2021</u> Review committee meeting postponed until June 2021
2.	<u>Confirmation of Minutes</u> Moved (via email) that the minutes of 23 rd March 2021 be approved K. Gilbert-Smith / A. Carvell 5 approval emails received carried Moved to ratify confirmation of minutes at the meeting G. Atkins / K. Gilbert-Smith all in favour carried
3	<u>Matters Arising from Minutes of Last Meeting</u> No matters arising
4	<u>Correspondence</u> <u>Inwards</u> <ul style="list-style-type: none">● MoE – Attendance & Retention Data Discussion around this data provided by the MoE<ul style="list-style-type: none">- COVID could misrepresent the 2020 data- There is concern in regards to the 2021 attendance <u>Outwards</u> No outwards Correspondence

	Moved that the inwards correspondence be received D. Robertson / G. Atkins all in favour carried
5	<u>Chair's Report</u> No Chairs reports
6	<u>Management Reports</u>
6.1	<u>Strategic Review</u> <ul style="list-style-type: none"> ● NELP Objective 1 ● Amazing Facilities that meet needs& aspirations for current & future students <ul style="list-style-type: none"> - Discussion around the reliance on external funding (grants etc) to meeting facility / equipment requirements - It was noted that focus needs to now be put on Carruth Hostel
6.2	<u>Regular Review:</u> <ul style="list-style-type: none"> ● <u> </u>Inclusive Learning Retention Data <ul style="list-style-type: none"> - <u> </u>Karen spoke to this report submitted by K. Sylva, Head of Inclusive Learning - <u> </u>Discussion around the funding available for these students - <u> </u>Compliments on the extensive report submitted by Katrina ● <u> </u>Indicators <ul style="list-style-type: none"> - <u> </u>Noted that whanau conferencing has improved from past years ● <u> </u>CoL Report (Term 1) ● <u> </u>CoL Term 1 Newsletter
6.3	<u>Emergent Review</u> Moved that the Management Reports be received G. Atkins / A. Hemara all in favour carried
6.4	<u>Health, Safety & Wellbeing Report</u> Discussion around the Board involvement with the H&S incident reporting and follow up / closure. Karen advised that there has always been a Trustee on the H&S Committee. Andrew asked to be added to this committee.
6.5	<u>Policies</u> Moved that the following policies be approved, with the suggested changes made to the Carruth House Staff Accommodation policy. <ul style="list-style-type: none"> ● Carruth House ● Carruth House Staff Accommodation <i>Alter "pets are allowed" to read "as a general rule pets are not allowed"</i> ● Protection and sharing of Intellectual Property (creative commons) ● Student Progression Framework <p>S. Huurnink / R. Harrison all in favour carried</p>
6.6	<u>EOTC Trips</u> Moved that the following EOTC Trips be approved <ul style="list-style-type: none"> ● MUNA Conference AGGS Auckland 27 May to 29 May 2021 ● Sheila Winn National Shakespeare Festival Wellington 3 June to 7 June 2021 ● Y11 / Y12 PIN Students – Mystery Creek Field Days Hamilton 17 June to 18 June 2021 ● L2 Geography Tongariro National Park 21 June to 23 June 2021

- Maori Student Leadership
Kohewhata Marae, Kaikohe
22 June to 23 June 2021
- Y13 OED
Waitomo Caves
28 June to 3 July 2021
- Y12 OED
Waipu Caves
3 Trips planned
10 August to 11 August 2021
12 August to 13 August 2021
19 August to 20 August 2021
- Y13 OED
Kaimai Ranges
14 September to 17 September 2021
- Y9 / Y10 OPC Hillary Outdoors Education
Tongiri-ro
22 August to 27 August 2021

D. Robertson / S. Huurnink all in favour carried

6.7 **Funding Applications:**

Moved that submission to Oxford Sports Trust for the following requests be approved

7,172.55	5 Day Hillary Outdoors Adventure Challenge Tongari-ro
1,886.96	2x Hire Vans – Transport to Tongari-ro Outdoor Challenge
1,725.00	20x Snowboard Ski Day package – Ruapehu
5,850.00	Accommodation: Y10 Maori Tertiary Trip
5,583.60	2x Buses – Transport to Y10 Maori Tertiary Trip
11,100.00	30x Chromebooks
3,259.50	30x Diving Wetsuits
4,017.39	Masks & Snorkles
3,600.00	Squash Coaching
674.00	20x Squash Uniforms

D. Robertson / A. Hemara all in favour carried

We have received notification from Pelorus Trust that they no longer have any further funding sources in Whangarei.

7

Financial Committee

- Finance Minutes 17 May 2021
- Profit & Loss as at 30 April 2021
- Balance Sheet as at 30 April 2021

Greg advised that the locally raised funds are high due to the furniture grants being received.

Recommendations to the BoT

Moved that the school use the following as preferred suppliers for FF&E purchases

- Furnware
- Mikes Woodshop

	<ul style="list-style-type: none"> - Alloyfold - ARC - New Era <p>G. Atkins / D. Robertson all in favour carried</p>
8	<p><u>General Business</u></p> <ul style="list-style-type: none"> • Stevie advised that due to not conducting a BoT meeting in July that funding applications were not able to be submitted. Karen advised that the main reason for not holding a July meeting is that any reporting would be required to be done over the school holidays and that this was not practical. It was agreed that a meeting could still be held for general business matters such as funding applications and EOTC approval. This meeting could be conducted via Zoom.
9	<p><u>Matters for the next meeting</u></p> <ul style="list-style-type: none"> • Karen suggested the Trustees might like to take a site visit before the next board meeting.

Move to In-Committee: (6:45pm)

“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 / A. Carvell Carried

Next Meeting – Tuesday 22nd June 2021

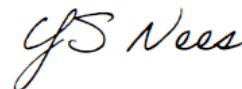
MEETING CLOSED – 8:00pm

Approved for Circulation



D Robertson Chair

Moved (via email) that the minutes of 25th May 2021 be approved
D. Robertson / S. Huurnink carried
6 approval emails received



Yvonne Nees, Board Secretary
Signed on behalf of the Board of Trustees