

WHANGĀREI BOYS' HIGH SCHOOL BOARD OF TRUSTEES

Meeting held via Zoom
5:30pm Tuesday 24th August 2021

MINUTES

PRESENT: D. Robertson, K. Gilbert-Smith, S. Huurnink, A. Carvell, B. Woodgates, R. Harrison, A. Hemara, D. Slatter

IN ATTENDANCE: K. Morrison – Deputy Principal
Y. Nees – BoT Secretary

APOLOGIES: G. Atkins

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> Any additions or alterations are to be emailed to the Secretary <u>Annual Plan Review Schedule 2021</u> The review committee is due to meet, the members will arrange a zoom meeting
2	<u>Confirmation of Minutes</u> <ul style="list-style-type: none">• 27th July 2021 via email - D. Robertson / K. Gilbert-Smith Move to ratify the approval via email of the 27 July 2021 minute D. Robertson / K. Gilbert-Smith all in favour carried
3	<u>Matters Arising from Minutes of Last Meeting</u> <ul style="list-style-type: none">• Action List - None
4	<u>Correspondence Inwards</u> <ul style="list-style-type: none">• Kahui Ako 2 – Term 2 Panui for Staff• R. Thompson & T. Renau– NZQA School Relationship Managers
5	<u>Chair's Report</u>
6	<u>Management Reports</u>
6.1	<u>Strategic Review</u> <ul style="list-style-type: none">• NELP report
6.2	<u>Regular Review:</u> <ul style="list-style-type: none">• Progress of Internal Credits – August 2021 Karen spoke to this report drawing attention to the very please results for this time of the school year.• Indicators Attention was drawn to the continued mid-year enrolments from other local schools

6.3	<u>Emergent Review</u>
6.4	<u>Health, Safety & Wellbeing Report</u> The Property Manager has place orders for consumable in preparation for the reopening of the school under levels 3 and 2. The school is open under level 3 for students in Y9, Y10 of essential workers. The school is fully open under L2.
6.5	<u>Policies</u> Moved that the following policies be approved <ul style="list-style-type: none"> ● <u> </u>Alcohol – Sale, Supply and Consumption ● <u> </u>Appointments – Staff ● <u> </u>Information and Communication Technology ● <u> </u>Trade Mark – Protection & Enforcement ● <u> </u>Young Person Harm and Neglect – Suspected or Actual <p>D. Robertson / K. Gilbert-Smith all in favour carried</p>
6.6	<u>EOTC Trips</u> Whilst EOTC trips are liable to be cancelled due to COVID-19 the Trustees agreed to review and approve any trips in the event that they are able to proceed. Moved that the following EOTC trip be approved <ul style="list-style-type: none"> ● NISSSC Snowboarding Mt Ruapehu 25 September 2021 to 30 September 2021 <p>D. Robertson / D. Slatter all in favour carried</p>
6.7	<u>Funding Applications:</u> Moved that approval be grant for submissions to Oxford Sports Trust for the following: <ul style="list-style-type: none"> ● 30x Chromebooks \$11,100 ● 80x Training Singlets \$400 ● 14 sets Cricket Uniforms \$2,788 ● 24x Cricket Balls \$1,843.48 <p>K. Gilbert-Smith / D. Slatter all in favour carried</p>
7	<u>Financial Committee</u> <ul style="list-style-type: none"> ● Finance Minutes ● Profit & Loss as at 31 July 2021 ● Balance Sheet as at 31 July 2021 <p>Derek spoke to the financial position</p> <ul style="list-style-type: none"> - Concern that the working capital is decreasing and getting low. The remainder of 2021 will be for essential expenditure only with non-essential expenditure, even if budgeted, has been cancelled. The staff have been made aware of this. - There is concern in regards to the overdue debtor accounts for Carruth House. It was agreed there is urgency for proactive chasing up of these accounts. The historical bad debts are to be referred to the debt collectors.
8	<u>General Business</u>
9	<u>Next Meeting:</u> Tuesday 28 September 2021

Moved that the minutes of 24 August 2021 be approved
D. Robertson / D. Slatter all in favour carried



MEETING CLOSED 7:00PM