

# MINUTES

## OCTOBER BOARD MEETING



|                       |  |
|-----------------------|--|
| <b>Name:</b>          | Whangārei Boys' High School  |
| <b>Date:</b>          | Tuesday, 28 October 2025   |
| <b>Time:</b>          | 5:30 pm to 8:00 pm (NZDT)  |
| <b>Location:</b>      | Whangārei Boys' High School Boardroom, 245 Western Hills Drive, Whangārei  |
| <b>Board Members:</b> | Gemma Thompson (Chair), Ryan Welsh, Rachel Parangi, Anna Pascoe, Warren Litchfield, Sunny Hamiora, Jacqueline Bell, Alec Solomon |
| <b>Attendees:</b>     | Fiona Alderton   |

### 1. Opening Meeting

#### 1.1 Confirm Minutes

**September Board Meeting 23 Sept 2025**, the minutes were confirmed as presented.



**Moved that the minutes of 28 October be approved.**

Moved that the minutes of 28 October be approved.

**Decision Date:** 28 Oct 2025  
**Mover:** Ryan Welsh  
**Seconder:** Gemma Thompson  
**Outcome:** Approved

#### 1.2 Interest Register

### 2. Actions from Previous Meetings

#### 2.1 Actions from Previous Minutes

### 3. Management Reports

#### 3.1 Finance Report



**Alec spoke to the current financial position of the school.**

Alec spoke to the current financial position of the school.

**Decision Date:** 28 Oct 2025  
**Mover:** Ryan Welsh  
**Seconder:** Rachel Parangi  
**Outcome:** Approved

#### 3.2 Indicators Report

### 3.3 Attendance

## 4. Principals Report

### 4.1 Principals Report



#### Principals Report

Alec spoke to the Principals Report.

**Decision Date:** 28 Oct 2025  
**Mover:** Rachel Parangi  
**Seconder:** Gemma Thompson  
**Outcome:** Approved

### 4.2 Avail Monthly Project Report

## 5. Health & Safety Review

### 5.1 Health & Safety

## 6. Policies

### 6.1 SchoolDocs

## 7. EOTC Trip

### 7.1 Senior Maori Marae Visit 16-17 October 2025

### 7.2 NZSS Touch Nationals



#### NZSS Touch Nationals

EOTC for NZSS Touch Nationals has been approved

**Decision Date:** 28 Oct 2025  
**Mover:** Alec Solomon  
**Seconder:** Ryan Welsh  
**Outcome:** Approved

### 7.3 Wakaba High School Activities



#### Wakaba High School Activities

EOTC for Wakaba High School Activities has been approved

**Decision Date:** 28 Oct 2025  
**Mover:** Jacqueline Bell  
**Seconder:** Alec Solomon  
**Outcome:** Approved

## 8. Funding Applications

### 8.1 September Funding Applications Previously Approved

### 8.2 Grassroots Trust Limited - October Application



#### Grassroots Trust Limited - October Application

Approval for an application to Grassroots Trust Limited for 4x Aircell Crash Mats- \$12,860.00

**Decision Date:** 28 Oct 2025  
**Mover:** Ryan Welsh  
**Seconder:** Rachel Parangi  
**Outcome:** Approved

### 8.3 Oxford Sports Trust - October Application



#### Oxford Sports Trust - October Application

Approval was given to apply to Oxford Sports Trust for funding for Soccer and Rugby Hybrid goals with install- \$9331.00

**Decision Date:** 28 Oct 2025  
**Mover:** Ryan Welsh  
**Seconder:** Rachel Parangi  
**Outcome:** Approved

### 8.4 Pub Charity - November Application



#### Pub Charity - November Application

Approval was given to apply to Pub Charity for 1st XV Rugby Uniforms- \$4116.00

**Decision Date:** 28 Oct 2025  
**Mover:** Ryan Welsh  
**Seconder:** Rachel Parangi  
**Outcome:** Approved

### 8.5 Oxford Sports Trust - November Application



#### Oxford Sports Trust - November Application

Approval was given to apply to Oxford Sports Trust in November for Rugby League Uniforms \$2600.00

**Decision Date:** 28 Oct 2025  
**Mover:** Ryan Welsh  
**Seconder:** Rachel Parangi  
**Outcome:** Approved

### 8.6 Grassroots Trust Limited - November Application



#### Grassroots Trust Limited - November Application

Approval was given to apply to Grassroots Trust Limited in November for Collegiate Hockey Uniforms- \$3730.00

**Decision Date:** 28 Oct 2025  
**Mover:** Ryan Welsh  
**Seconder:** Rachel Parangi  
**Outcome:** Approved

## 9. Other Business

### 9.1 Fiona McDonald joining at 6.45pm to discuss EOTC



#### **EOTC Governance vs Operations – System Assurance and External Review**

**Discussion:**

The Board noted the current high administrative load from approving all EOTC activities and supported shifting to a governance and assurance model.

Management will assume operational approval once robust SOPs, operational limits, and audit systems are in place.

An external expert will be engaged to review and refine EOTC processes, develop staff capability, and strengthen assurance, within a budget of up to \$5,000.

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**Resolution:**

That the Board:

1. Endorses the shift of EOTC approvals to a governance and assurance model.
2. Approves engaging an external provider (budget up to \$5,000) to review systems and provide PD.
3. Supports trial of a concise EOTC summary report for Board assurance.

**Actions:**

- Management to engage external reviewer and develop draft SOPs/operational limits.

**Decision Date:** 28 Oct 2025  
**Mover:** Ryan Welsh  
**Seconder:** Jacqueline Bell  
**Outcome:** Approved

### 9.2 Matters for the next meeting


## 10. Correspondence

### 10.1 2025 Property Grant Funding

## 11. Close Meeting

### 11.1 Close the meeting

**Next meeting:** November Board Meeting - 25 Nov 2025, 5:30 pm

**Signature:** \_\_\_\_\_  


**Date:** 31 October 2025 \_\_\_\_\_

Gemma Thompson  
Presiding Member