



WHANGĀREI BOYS' HIGH SCHOOL

DEVELOPING BOYS INTO FINE MEN

WHANGĀREI BOYS' HIGH SCHOOL BOARD OF TRUSTEES

Meeting held in the Board Room
Tuesday 28 November 2023

MINUTES

PRESENT: A. Carvell, G. Atkins, K. Gilbert-Smith, D. Moratti, R. Harrison, G. Thompson, D. Robertson, C. Ace, L. Witana, A. Hemara (via zoom – left at 7:50pm)

ABSENT: None

IN ATTENDANCE: R. Burrows – HoF Social Sciences (5:30pm – 6:00pm)

MoE Representatives: (6.00pm – 6:50pm)
J. Barrell – Manager of Integrated Services
K. Hancock – Senior Education Advisor
A. Kirk – Lead Advisor Network

Y. Nees – BoT Secretary

Ritchie Burrows: HoF Senior Social Sciences

Ritchie gave a demonstration of “Writers Toolbox”, which is a software package that has been trialed in the school during this year and has been applied for in the 2024 budget to be implemented throughout the entire school.

Ministry of Education – Enrolment Scheme

Jodi Barrell, Kathy Hancock, Amy Kirk

The MoE representatives attended the BoT meeting as an initial consultation with the Trustees

Lead Advisor Network, Amy Kirk, presented the WBHS Enrolment Scheme Suitability Report via power point. (tabled in hard copy)

The Trustees were asked to provide feedback to the MoE

A shared document will be created by Karen to gather feedback which will be finalized and sent to the MoE prior to Christmas.

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Register of Interests

No additions or alterations

	<p><u>Annual Plan Review Schedule</u> No changes to the Schedule</p>
2	<p><u>Confirmation of Minutes</u></p> <ul style="list-style-type: none"> 24 October 2023 : Ratify the email approval of the minutes (as below) <p>Moved, via email, that the minutes of 24 October 2023 be approved G. Atkins / R. Harrison 7 email approvals received 1 email response not received</p> <p>Moved to ratify the approval of the 24 October 2023 minutes, which were confirmed via email G. Atkins / C. Ace all in favour - carried</p>
3	<p><u>Matters Arising from Minutes of Last Meeting</u> No matters arising</p>
4	<p><u>Correspondence</u> No Inwards or Outwards Correspondence</p>
5	<p><u>Presiding Member's Report</u> No presiding members report</p>
6	<p><u>Management Reports</u> Karen spoke to the management reports</p>
6.1	<p><u>Strategic Review</u> (no November reporting scheduled)</p>
6.2	<p><u>Regular Review:</u></p> <ul style="list-style-type: none"> STEMM – Puhoro CoL Wellbeing Report International Students There has been a noticeable change in nationalities enrolled for 2024. The OED tragedy this year has had an influence in enrollments from Germany as they predominantly choose WBHS for our OED programme Three marketing trips are planned for 2024 Attendance Report High truancy numbers are an ongoing issue. It is a challenge to make positive changes to the numbers. In consulting with other Principals this appears to be an issue across a number of schools. Indicator Report NELP – <i>tabled at the meeting</i>
6.3	<p><u>Emergent Review</u></p> <ul style="list-style-type: none"> PLD Report

6.4 Health, Safety & Wellbeing Report

6.5 Policies

Moved that the inclusive Education Policy be approved
A. Carvell / D. Moratti all in favour – carried

Moved that the Te Tiriti O Waitangi Policy be approved
R. Harrison / D. Robertson all in favour - carried

6.6 EOTC Trips

Discussion held in the in-committee section regarding the details of the following EOTC trips due to the material containing individual names of students

Moved that the following EOTC events be approved

EVENT NAME	DATES	VENUE
Get2Go Finals	3 - 8 December 2023	Tongariro
NZSS Beach Volleyball	2 - 4 February 2024	Mt Maunganui
Northern Districts Cricket Y9/Y10 Tournament	18 - 21 February 2024	Auckland
2024 Prefect Leadership Camp	23 - 25 January 2024	Waiotira
Rowing Regattas	23 - 25 February 2024 29 February - 3 March 2024 18 - 23 March 2024	Lake Karapiro Lake Karapiro Lake Ruataniwha
Tutukaka Surf Trip	11 - 14 March 2024	Tutukaka
Harken Keelboat National Championship	14 - 17 March 2024	Auckland
1st XV Rugby Training Camp	16 - 17 March 2024	Whangaruru
Northern Districts Cricket 1st XI Finals	17 - 21 March 2024	Hamilton
NZSS Volleyball Championships	17 - 23 March 2024	Palmerston
1st XV Rugby Exchange to Rotorua BHS	22 - 23 March 2024	Rotorua
North of the Bridge Regatta	25 - 27 March 2024	Parua Bay

	NSSSA Surfing Series	13 March, 10 April 15 May 2024	Tutukaka Ahipara
6.7	<p>G. Atkins / G. Thompson all in favour - carried</p> <p><u>Funding Applications:</u></p> <p>Moved that funding applications to Oxford Sports Trust, for the following events and equipment, be approved</p> <ul style="list-style-type: none"> - \$1,428.43 Senior Volleyball Championships: Transport - \$4,565.22 Northern Districts Cricket Tournament, 1st XI: Accommodation - \$11,793.90 New Spin Bikes - \$26,835.00 Weights Gym Equipment <p>G. Atkins / C. Ace all in favour - carried</p> <p>Moved that a funding application to Pub Charity for \$1,410.60, Sports Department: First Aid Supplies & Sunscreen, be approved.</p> <p>G. Atkins / C. Ace all in favour - carried</p>		
7	<p><u>Financial Committee</u></p> <ul style="list-style-type: none"> • Finance Minutes: 20 November 2023 <p>Financial Reports</p> <ul style="list-style-type: none"> • Profit & Loss • Balance Sheet • Working Capital <p>Greg spoke to the financial reports October showed a deficit for the month, which will reduce reserves. Some of this was due to timing of budgeted expenses, however this month also included additional Teacher payments due to the Collective Agreement changes. This cost had not been budgeted for. Cashflow is still positive</p> <ul style="list-style-type: none"> • 2024 Draft Budget - <i>tabled at the meeting</i> <p>Greg spoke to the draft budget Emphasizing that the Net Balance needs to be positive to ensure the school can cover the cost of replacement assets. The Depreciation is to cover existing assets and not new assets. The 2024 Net Profit is budgeted at \$18,242 and Capital requests of \$14,904</p>		

	<p>The 2024 generated income (Gross Profit) of \$945k will cover the lease payments of \$166,626</p> <p>Discussion in regard to staffing implications on the budget</p> <p>Moved that the 2024 Budget with a Gross Profit of \$945,300 and a Net Profit of \$18,242 be approved. G. Atkins / D. Moratti all in favour - carried</p> <p>Moved that the 2024 Capital Requests to the value of \$14,904 be approved G. Atkins / D. Moratti all in favour - carried</p>
8	<p><u>General Business</u> No General Business</p>
9	<p><u>Next meeting</u> It was agreed to hold a zoom meeting in December to cover any approvals that may be required prior to the start of 2024.</p>

7:50pm – 8:30pm

Moved that the public be excluded from the following parts of the proceeding of this meeting.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 and section 7 of that Act, as the case may require, which would be prejudiced by the holding of the relevant part of the proceeding of the meeting in public are as follows:

Property Report and Update

Individual Staffing matters

G. Atkins / K. Gilbert-Smith all in favour - carried

MEETING CLOSED 8:30pm