

MINUTES

NOVEMBER BOARD MEETING



Name:	Whangārei Boys' High School
Date:	Tuesday, 25 November 2025
Time:	5:30 pm to 7:20 pm (NZDT)
Location:	Whangārei Boys' High School Boardroom, 245 Western Hills Drive, Whangārei
Board Members:	Gemma Thompson (Chair), Ryan Welsh, Anna Pascoe, Sunny Hamiora, Warren Litchfield, Alec Solomon, Jacqueline Bell
Attendees:	Fiona Alderton
Apologies:	Rachel Parangi

1. Opening Meeting

1.1 Confirm Minutes

October Board Meeting 28 Oct 2025, the minutes were confirmed as presented.



Minutes of Meeting, 28 October 2025

Approved

Decision Date: 25 Nov 2025
Mover: Anna Pascoe
Seconded: Jacqueline Bell
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 provided an update on the school's financial position and budget planning.

Concerns were noted regarding leased assets, including approximately \$100,000 worth of computers that were never sold as intended. The software licensing budget has risen from \$50,000 to \$123,000 and will need to be realigned to reflect the reduced device inventory.

The school is progressing toward a full BYOD model. The current fleet of nearly 700 school-owned devices will be grandfathered out and the lease on approximately 200 devices will not be renewed.

The school is currently projecting a small surplus for the next financial year, representing a notable improvement on previous years. However, the Principal highlighted ongoing concerns regarding the accuracy of the forecasting process, which has generated significant variances.

We are maximising efficiencies in our staffing in 2026.

Alec requested approximately \$5,000 support professional development for the Senior Leadership Team to complete High Performing Teams facilitated by Springboard Trust.

It was recommended that the draft budget for the coming year be held until the 1 March roll confirmation, in line with best-practice financial management.

Budget be accepted in "draft".



Draft Budget

Alec moved the budget be accepted in "draft".

Decision Date: 25 Nov 2025
Mover: Alec Solomon
Seconder: Ryan Welsh
Outcome: Approved

3.2 Indicators Report

4. Principals Report

4.1 Principals Report

Alec talked to the Principals report outlining the following:

Strategic Initiatives and School Improvement

Alec outlined three major strategic initiatives aimed at strengthening teaching practice and school culture:

1. Teacher Practice Model – Development of a consistent, research-based model for classroom delivery, including expectations for learning behaviours and lesson structure.
2. Culture of Learning (“Us Story”) – Work is underway to redefine the school’s culture, legacy, and rituals. A focus will be placed on welcoming and inducting new parents as partners in the learning journey.
3. Coherent Literacy Strategy – A school-wide literacy approach has been designed to improve punctuation, structure, and accuracy in student writing. A new “Punga” paragraph model will replace the range of existing frameworks currently used across departments.

These initiatives have been shared with staff and form the core of the upcoming school improvement plan. Implementation will be phased to ensure consistency for students and whānau.

Student Literacy, NCEA Progress, and Scholarships

The Principal reported ongoing concerns regarding literacy, particularly for Year 11 students undertaking high-stakes CAA writing assessments, where failing the writing task results in a loss of five credits.

Transition standards are available as an alternative pathway for literacy credits, although this may reduce students' ability to achieve the required overall credits for NCEA.

A significant gap remains in scholarship outcomes when compared to the girls' high school. Poor application quality and late preparation were identified as contributing factors. A hui with Year 12 students and whānau is planned early next year to support earlier scholarship planning and preparation.

Enrolment and School Operations

The Principal advised that the current three-month pause on new enrolments has contributed to a plateau in the roll (currently 315) and is creating barriers for prospective families. A continuous, rolling enrolment process will be adopted next year.

A single end-of-day finish time of 3:00 PM for all students will be implemented, with a 30-minute staff break following. Initial feedback has been positive.

Department heads have also highlighted a need for improvement in the clarity and consistency of internal communications.

4.2 Avail Monthly Project Report

The shade sail is in delivery, we are developing an upgrade to reception.

The gym roof remains an area of concern and may present a longer-term issue.

5. Health & Safety Review

5.1 Health & Safety

A whiteboard fell from a wall due to improper installation, and this has been logged as a health and safety matter.

6. Policies

6.1 SchoolDocs - Please log into SchoolDocs to review policies

7. EOTC Trip

7.1 2026 Leadership Camp 20-22 January 2026



Approved

The board approved this EOTC to go ahead.

Decision Date: 25 Nov 2025

Mover: Anna Pascoe

Seconder: Ryan Welsh

Outcome: Approved

7.2 Cricket - 1st XI Gillette Northern Districts Tournament



Approved

Approved for this EOTC to go ahead

Decision Date: 25 Nov 2025

Mover: Anna Pascoe

Seconder: Ryan Welsh

Outcome: Approved

8. Funding Applications

8.1 Oxford Sports Trust - December Application



Oxford Sports Trust

Board approved funding application for cricket tournament in Hamilton- Applying for accommodation costs \$4970.43

Decision Date: 25 Nov 2025

Mover: Gemma Thompson

Seconder: Ryan Welsh

Outcome: Approved

8.2 Oxford Sports Trust - January Application



Oxford Sports Trust - January Application

Board approved funding for Yr12 Biology Trip to McGregors Bay- Applying for transport costs \$1250

Decision Date: 25 Nov 2025

Mover: Gemma Thompson

Seconder: Ryan Welsh

Outcome: Approved

8.3 Grassroots Trust Limited - January Application



Grassroots Trust Limited - January Application

Board approved funding for Technology Department- Two Bench Drills \$1132.00

Decision Date: 25 Nov 2025

Mover: Gemma Thompson

Seconder: Ryan Welsh

Outcome: Approved

9. Other Business

9.1 Pūhoro Program Report

Alec talked to the Pūhoro Program.

9.2 Fixed Asset Register - 2025 Disposals



Fixed Asset Register - 2025 Disposals

Alec shared the 2025 Fixed Asset Register, including proposed disposals. The board reviewed and approved the disposals as presented.

Decision Date: 25 Nov 2025
Mover: Gemma Thompson
Seconder: Ryan Welsh
Outcome: Approved

10. Correspondence

11. Close Meeting

11.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: 10 December 2025 _____

Ms Gemma Thompson
Presiding Member