



# WHANGĀREI BOYS' HIGH SCHOOL

DEVELOPING BOYS INTO FINE MEN

## WHANGĀREI BOYS' HIGH SCHOOL BOARD OF TRUSTEES

Meeting held in the Board Room  
Tuesday 24 May 2022

### MINUTES

**Present:** D. Robertson, K. Gilbert-Smith, A. Hemara, K. Hanlon, D. Slatter, G. Atkins

**Apologies:** R. Harrison, A. Carvell, S. Huurnink

Moved to accept the apologies

D. Robertson / K. Gilbert-Smith all in favour carried

**In Attendance:** K. Morrision (DP)

Y. Nees (Secretary)

#### **MoE Project Steering Group Report**

#### **In-Committee Meeting: 5:30pm to 6:30pm**

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 / G. Atkins Carried

<b>1</b>	<b><u>Register of Interests</u></b> Check for additions or alterations  <b><u>Annual Plan Review Schedule 2022</u></b> Check for additions or alterations
<b>2</b>	<b><u>Confirmation of Minutes</u></b> <ul style="list-style-type: none"><li>29 March 2022 moved and approved via email</li></ul> Email approval ratified D. Robertson / K. Gilbert-Smith all approved
<b>3</b>	<b><u>Matters Arising from Minutes of Last Meeting</u></b>
<b>4</b>	<b><u>Correspondence</u></b>
<b>5</b>	<b><u>Chair's Report</u></b>
<b>6</b>	<b><u>Management Reports</u></b>

6.1	<p><b><u>Strategic Review</u></b></p> <ul style="list-style-type: none"> <li>• Every Day Matters – Attendance Report Term 3 2021 (comparisons)</li> <li>• Every Day Matters – Attendance Report Term 1 2022 (comparisons)</li> </ul> <p>Karen explained the nature of these reports</p> <p>Discussion held in regard to the necessity of a Truancy Officer. We no longer have MoE funding for this position and cannot increase the budget to include a replacement. It was suggested that this could be a position covering all schools and funding collectively.</p>
6.2	<p><b><u>Regular Review:</u></b></p> <ul style="list-style-type: none"> <li>• Inclusive Learning – Whole School Data The results for Inclusive Learning have been exceptional. It was noted that the transition programme run at Manaia View School has great potential to be run at other schools due to the success.</li> <li>• International Department Report A marketing trip to Europe is planned for July</li> <li>• NELP</li> <li>• NCEA Results 2021 WBHS have achieved extremely well in the final comparisons between the Whangarei schools. Very pleasing results. The BoT will arrange a time when the majority can attend a morning tea with the staff to acknowledge the success of 2021.</li> <li>• Indicators Staffing (due to COVID and other illness) is proving to be a struggle.</li> </ul>
6.3	<p><b><u>Emergent Review</u></b></p>
6.4	<p><b><u>Health, Safety &amp; Wellbeing Report</u></b></p>
6.5	<p><b><u>Policies</u></b></p> <p>Moved that the International Students – Foreign Fee Paying Policy be approved D. Robertson / D. Slatter all in favour carried</p>
6.6	<p><b><u>EOTC Trips</u></b></p> <p>Moved that the following EOTC trips be approved</p> <p>Hillary Challenge North Island Qualifier Event Rotorua 28 May 2022 to 29 May 2022</p> <p>Y13 Drama National Shakespeare Festival Wellington 2 June 2022 to 6 June 2022</p> <p>D. Robertson / G. Atkins all in favour carried</p>
6.7	<p><b><u>Funding Applications:</u></b></p>

	<p>Moved to approve submissions to Oxford Sports Trust for the following:</p> <ul style="list-style-type: none"> <li>- \$66,224.76 Hall Curtains &amp; Tracking</li> <li>- \$2,664.75 National Squash Tournament : Accommodation</li> <li>- \$417.39 MUNA event – Transportation</li> </ul> <p>K. Gilbert-Smith / A. Hemara all in favour carried</p> <p>Moved to approve submission to Pub Charity for Hall Curtains &amp; Tracking to the value of 66,224.76</p> <p>K. Gilbert-Smith / A. Hemara all in favour carried</p> <p>Moved to approve submission to Four Winds for Hall Curtains &amp; Tracking to the value of \$66,224.76</p> <p>K. Gilbert-Smith / A. Hemara all in favour carried</p>
<b>7</b>	<p><b><u>Financial Committee</u></b></p> <ul style="list-style-type: none"> <li>• Finance Minutes (Moved to In-Committee)</li> <li>• Profit &amp; Loss as at 30 April 2022</li> <li>• Balance Sheet as at 30 April 2022</li> </ul> <p>Greg spoke to the accounts. Highlighting the low working capital position. Whilst the bank balance is healthy most of this is committed funds. The finance committee will be closely monitoring the financial position. The Business Manager has been asked to provide an EOY prediction. The finance committee recommend a base working capital figure of \$200 per student, ideally higher than this but most definitely not lower.</p>
<b>8</b>	<p><b><u>General Business</u></b></p> <ul style="list-style-type: none"> <li>• Hire of School Facilities – Fees (tabled at the meeting)</li> </ul> <p>Moved to approve the fee structure for the Hire of School Facilities</p> <p>D. Slatter / D. Robertson all in favour carried</p>
<b>9</b>	<p><b><u>Matters for the next meeting</u></b></p>

**In-Committee Meeting: 7:35pm to 8:20pm**

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 / G. Atkins Carried

**Meeting Closed 8:25pm**

**Next Meeting Tuesday 28 June 2022**

Minutes Approved for circulation: 26 May 22

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

D V Robertson Presiding Member