

WHANGĀREI BOYS' HIGH SCHOOL BOARD OF TRUSTEES

Meeting held in the Board Room
Tuesday 26 September 2023

MINUTES

PRESENT: A. Carvell, K. Gilbert-Smith, R. Harrison, JP Savio, G. Atkins, D. Moratti

ABSENT: A. Hemara, D. Robertson, G. Thompson, L. Witana

IN ATTENDANCE: Y. Nees – BoT Secretary

1	<p><u>Register of Interests</u> No additions or alterations</p> <p><u>Annual Plan Review Schedule</u> No additions or alterations</p>
2	<p><u>Confirmation of Minutes</u></p> <p>Moved, via email, that the minutes of 22 August 2023 be approved A. Carvell / JP Savio Emails of approval received from all attendees</p> <p>Moved to ratify email approval of the minutes for 22 August 2023 A. Carvell / G. Atkins all in favour - carried</p>
3	<p><u>Matters Arising from Minutes of Last Meeting</u></p> <ul style="list-style-type: none">• NZSTA Karen spoke to the Board Self Assessment checklist which had been completed by the Review Committee
4	<p><u>Correspondence</u> No Inward or Outward Correspondence</p>
5	<p><u>Presiding Member's Report</u> Andrew Carvell and Lorraine Witan (BoT representatives), along with Karen attended the Powhiri at Carruth House prior to STAND moving into the premises.</p>
6	<p><u>Management Reports</u></p>
6.1	<p><u>Strategic Review</u> No Strategic Review reporting required in September</p>
6.2	<p><u>Regular Review:</u></p> <ul style="list-style-type: none">• Maori/Pacific student achievement Karen advised that there are no current concerns in regard to the Maori or Pasifika results. Areas noted and discussed were around retention rates between L1 and L3 and the

	<p>impact of NZQA changes and achievement.</p> <ul style="list-style-type: none"> • NELP Discussion in regard to Teacher PLD engagement • Kahui Ako Report Taken as read • Indicators <p>The Incident Register reporting has been modified with 2 reports now available to the BoT, being H&S Register and Students reporting to Te Awatea</p> <p>Karen spoke to the report submitted by the Attendance Support Officer. The start of this new position was difficult with the employee having to cover her old position whilst taking on this new position. Visits to whanau are in conjunction with the Social Worker.</p>
6.3	<p><u>Emergent Review</u></p> <ul style="list-style-type: none"> • Attendance Report Discussion held in regard to absentees. Focus will be given to junior students in Term 4 once the seniors leave for the year • PLD report The PLD budget for 2023 has now been exhausted. <p>Moved that an additional \$10,000 be allocated to the PLD budget for 2023, with a view to increasing this budget in 2024 G. Atkins / R. Harrison all in favour carried</p>
6.4	<p><u>Board Process Requirements</u></p> <ul style="list-style-type: none"> • Health Curriculum consultation - deferred to October meeting
6.5	<p><u>Health, Safety & Wellbeing Report</u></p> <p>The main H&S issue at the moment is the vandalism of toilets. This is an ongoing problem and is definitely across schools. We are looking at placing cameras in the entrance way to the toilets to be able to determine who has accessed them immediately prior to vandalism taking place.</p>
6.6	<p><u>Policies</u></p> <p>No policies for review in September</p>
6.7	<p><u>EOTC Trips</u></p> <p>None</p>
6.8	<p><u>Funding Applications:</u></p> <p>Moved that the following submissions to Oxford Sports Trust be approved</p> <ul style="list-style-type: none"> - NZ Secondary Schools Touch Nationals - Accommodation of \$2,973.91 and Van Hire of

	<p>\$1,483.40</p> <ul style="list-style-type: none"> - Bouldering Mats - \$6,245.54 <p>A. Carvell / K. Gilbert-Smith all in favour – carried</p> <p>Moved that the following submissions to Grassroots Trust be approved</p> <ul style="list-style-type: none"> - NZ Condors Rugby Sevens - Accommodation of \$2,636.52 and Van Hire of \$1,158.23 - Bouldering Mats - \$6,245.54 <p>A. Carvell / K. Gilbert-Smith all in favour - carried</p> <p>Moved that a submission to Pub Charity for a Scrum Machine (\$11,130.43) be approved</p> <p>A. Carvell / K. Gilbert-Smith all in favour - carried</p> <p>Moved that a submission to Trilliam Trust for Get2Go Team Entry, Accommodation and meals at a cost of \$8,000.00 be approved.</p> <p>A. Carvell / K. Gilbert-Smith all in favour - carried</p>
7	<p><u>Financial Committee</u></p> <p>Financial Reports as at 31 August 2023</p> <ul style="list-style-type: none"> ● Balance Sheet ● Profit and Loss <p>Greg spoke to the financial reports</p> <ul style="list-style-type: none"> - Working Capital is currently a little over \$400k which is \$350 per student - Gross profit for the YTD is above budget - The operating profit (before depreciation) is down for the month of August, however it is up YTD. We are heading in the right direction financially however we still need to be cautious with additional spending. <p>Discussion in regard to School Insurance and what the MoE cover and what has to be funding from the school operational funding.</p>
8	<p><u>General Business</u></p> <ul style="list-style-type: none"> ● Solar Power Discussion around the school changing to solar power Karen will investigate this further and report back to the BoT
9	<p><u>Matters for the next meeting</u></p> <ul style="list-style-type: none"> ● MoE will be attending the October Board of Trustees meeting to speak about enrolment zones

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
Individual Student matters
Abbey Caves OED Trip update.

A. Carvell / JP Savio all in favour - carried

MEETING CLOSED 7:50pm

ACTION LIST

Karen	<ul style="list-style-type: none">Leavers report to include ethnicity
Yvonne	<ul style="list-style-type: none">Ask Frances to add Greg and Andrew to the weekly email

Minutes approved for circulation

A. Carvell
Presiding Member

Moved, via email, that the minutes of 26 September 2023
be approved

A. Carvell / D. Moratti
5 email approval responses received
Carried

Y. Nees

