

# CONFIRMED MINUTES

## BOARD MEETING 3

At the **Board meeting 4** on **29 Mar 2022** these minutes were **confirmed as presented**.

<b>Name:</b>	Waitaki Boys High School
<b>Date:</b>	Tuesday, 22 February 2022
<b>Time:</b>	6:30 pm to 9:29 pm
<b>Location:</b>	Waitaki Boys High School, Waitaki Ave
<b>Board Members:</b>	Andrea Ludemann (Chair), Cornel van Basten, Darryl Paterson, Ethan Reille, Greg Wilson, Katrina Miller, Mat O'Sullivan, Silou Temoana
<b>Attendees:</b>	Kara Cox

### 1. Opening Meeting

#### 1.1 Welcome

Apologies Katrina Miller

Apologies from Mat as he will be late.

Andrea welcomed all to the meeting.

#### 1.2 Karakia

Ethan shared a Karakia.

#### 1.3 Interests Register

#### 1.4 H&S

Scott Mayhew, Emma Prosser, Roger van Booma and Julie Emerson to make up the H & S Committee

### 2. Sub Committee and reporting

#### 2.1 Strategic and annual plan

Strategic and Annual Plan:

- Darryl spoke to the annual plan - as its the 3rd year it will be a time of review - student voice, teacher voice - surveys to go out.
- Me and my school survey - produced by NZCR - a good way to get feedback on the tone of the school and the culture of the school. An exit survey for students leaving in year 13 might be a good thing to also look at. Discussion re this to be picked up next meeting when Katrina is in attendance.

- Push on case management by Deans this year - struggled last year to get some traction on this.
- Late to school policy - have communicated this with the boys - need to get this out to the community. Question asked around boys leaving school at lunchtime - only Year 13's allowed to do this on a Friday - comment made that seem to be a lot of students around at lunchtime. Another comment raised students on restricted taking passengers and the need for this to be quashed.
- Wellbeing is a big focus this year. Wellbeing prefect group, Roger and Janice working together on this.
- All curriculum areas have been asked to make use of Fraser Farm.
- Strategic Goal Three (3.1: The Board of Trustees relationship with runaka and iwi is embedded.) - The board is willing for a cultural experience - Andrea to look ahead and put out a date, potentially towards the end of the year.
- Sustainability plan ongoing
- Redeveloping school website on the cards - meeting on Thursday with Core Development.
- Discussion had around the timing of when these plans should be reviewed.
- Teacher Only Day info included FYI, to give you a bit of an overview into the staffing and focus this year.
- 6 day timetable seems to be going well.
- Seems to be a bit of slippage on the cellphone policy with the boys - working to get on top of this.

## **2.2 Board work plan**

- Discussion had around BOT strategic plan.

## **2.3 AOV/SoV**

### **ANALYSIS OF VARIANCE REPORT 2021**

- Darryl spoke to the Analysis of Variance report and shared his reflections.
- Discussion had around NCEA results from 2021.
- Board agreed that we need to be sharing the story behind the numbers.
- Learning needs discussed - are we utilizing our systems like Kamar etc. How are we tracking students so we can identify what students need additional help with their learning.
- Retention rates discussed.
- Healthy school lunches discussed.
- Property report discussed.

## **2.4 Chair scan**

- Privacy Policy - first draft looks good, to be discussed at an upcoming meeting.
- Succession - continues to be discussed.
- Hall of Memories - still an ongoing saga awaiting reports - 11th March, Heritage NZ and HOM Trust to meet together to look at funds and what we can do. Late June - July we should have the civil assessment complete.

## 2.5 Finance

- Greg spoke to the Hostel Budget and fielded questions from the Board.



### 2022 Hostel Budget

The Board approved the 2022 Hostel Budget.

**Decision Date:** 22 Feb 2022  
**Mover:** Greg Wilson  
**Seconder:** Cornel van Basten  
**Outcome:** Approved

- Greg spoke to the School Budget and fielded questions from the Board.



### 2022 School Budget Approval

The Board approved the School Budget

**Decision Date:** 22 Feb 2022  
**Mover:** Greg Wilson  
**Seconder:** Silou Temoana  
**Outcome:** Approved

- Mat exited the meeting at 9.06pm

## 3. Correspondence

### 3.1 Inward and outward

Edits for Willows RAMs - Jeremiah Shields to be police vetted for Willows. Last names to be added.



#### Willows RAMs

Approved pending below:

Edits for Willows RAMs - Jeremiah Shields to be police vetted for Willows. Last names to be added.

**Decision Date:** 22 Feb 2022  
**Mover:** Andrea Ludemann  
**Seconder:** Greg Wilson  
**Outcome:** Approved

- Discussion had around what the procedure would be in the event of a student becoming unwell with cold symptoms on a school trip.



#### Middleton RAMs

Approved pending the below edit:

Signature to be added and reference to correct safety management plan.

**Decision Date:** 22 Feb 2022  
**Mover:** Cornel van Basten  
**Seconder:** Silou Temoana  
**Outcome:** Approved

- Andrea to pass on some info re HOM legal status.
- Paid Union meeting coming up on Friday 25th Feb.

## 4. Forward meeting schedule

### 4.1 Confirm Minutes

**Board Meeting 2 Feb 15 Feb 2022**, the minutes were confirmed with the following changes:

*Edit of typo pout to put under Elizabeth Prentice.*

*Edit of name - Ryan Westgate*

*Edit of name - Jeremy Mansell*

### 4.2 Forward meeting schedule

Karakia - Greg

Evaluation - Mat

Employee of the Month

- Welcome to new teachers.

### 4.3 Meeting Evaluation

1. Did we add value? Yes, Rectors report was extremely thorough. Mats critical thinking was appreciated.
2. What worked well in this meeting? Everyone contributed. Great time keeping.
3. Did we achieve expected outcomes? Greg and Angela have had a great job on the Budget.
4. Did we work well as a team? Yes. Darryl enjoyed being able to ask Ethan's opinion on parts of his report.
5. What can we do to improve? Meetings seem to be getting in sync.

## 5. Close Meeting

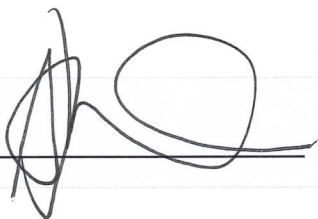
### 5.1 Close the meeting

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

Parent feedback

Next meeting - Karakia, Evaluation, EOM

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



Date: \_\_\_\_\_