

CONFIRMED MINUTES

BOARD MEETING 4

At the **Board Meeting 5** on **12 Apr 2022** these minutes were **confirmed with the following changes:**

Point 2.6 flagged - numbers to be removed as contradictory.

Point 2.1 first bullet on page 129 differing to be edited to deferring.

Name:	Waitaki Boys High School
Date:	Tuesday, 29 March 2022
Time:	6:45 pm to 9:45 pm
Location:	Waitaki Boys High School, Waitaki Ave
Board Members:	Andrea Ludemann (Chair), Cornel van Basten, Darryl Paterson, Ethan Reille, Greg Wilson, Katrina Miller, Mat O'Sullivan
Attendees:	Kara Cox
Apologies:	Silou Temoana

1. Opening Meeting

1.1 Welcome

Apologies from Greg for lateness.

1.2 Karakia

Andrea shared a karakia.

1.3 Interests Register

2. Sub Committee and reporting

2.1 Property

Andrea gave a background on tonight's speakers via Teams meeting.

- Andrea welcomed online attendees to the Board meeting.
- Introductions around the table.
- Simon spoke to his role
- De spoke to her role
- Andrea spoke around the hall and it being a Board owned asset when the Board is a crown entity, and the struggle to find major funding for maintenance needed.

- The Board explained that they understand that the Ministry cannot make decisions without the engineering report - Simon spoke to why this is the case.
- Board questioned if Ministry took ownership what would happen eg with artifacts within - and voiced concern that if it was a part of property grant what would happen to these items.
- Unique buildings - 5YA apply for supplementary funding - opportunity to put hand up once a year for some extra funding if Ministry owned.
- Ownership insured can resolve maintenance issue - more options to obtain capital funding.
- Board looking to wrap the building to stop further damage - Board owned - shouldn't use 5YA to do this as is operational and puts in difficult position by deferring another project.
- Andrea to find out if engineers report will be complete before June.
- Board explained they are looking at other options/networks - Old Boys, other Government agency's.
- Andrea thanked Simon and Dee for their time.

Teams meeting ended 7.23pm

- The Board discussed thoughts and ideas after Teams meeting concluded.
- Greg entered the meeting at 7.24pm.
- Andrea to go back to Michael and start prepping a briefing paper - a possible night to be put aside to discuss Hall in more detail.
- Darryl's property report taken as read.

2.2 Learning Support

- Shona entered the meeting at 7.27pm.
- Andrea welcomed Shona to the meeting.
- Shona's report taken as read.
- Shona shared that her highlight from the year was looking back at her time in other roles that for school our size we cater to boys with a range of needs and we are doing this very well - pulling above our weight in this respect.
- Funding - large population of students with various high needs that need funding. Unsure of how we can get more funding. Discussion had around ORRs funding and how it works.
- Mat raised the question if we could share Shona's knowledge with some of the Kahui Ako schools to get students with needs identified for funding earlier.
- Discussion had around classroom practice and educating staff with PD sessions to help them best work in ways that benefit all students.
- Possible need for more specialized teachers in literacy and numeracy to assist students as there are more and more students coming through that need additional assistance in these areas to help get them through their NCEA.
- Andrea thanked Shona for her report and time this evening.

Shona exited the meeting at 7.50pm.

2.3 Careers

- Andy entered the meeting at 7.50pm.
- Andrea welcomed Andy to the meeting.

- Andy's report taken as read.
- There are some great programs within the department and Anne and I work well together.
- Careers and Transition NZ looking for more funding - not looking to hopeful at the moment.
- Agriculture courses popular. ARA Courses also going well.
- Question raised as to when is the best 'age' for boys to be going to University open days etc. It really depends on the the student and also what the University provides on the day.
- Funding avenues discussed for things like additional laptops.
- Andrea thanked Andy for his report and his time.

Andy exited the meeting at 8.05pm.

2.4 Maori

- Robert entered the meeting at 7.58pm
- Andrea welcomed Robert to the meeting.
- Roberts report taken as read.
- Roberts highlight has been starting the Senior Te Reo Maori course this year and hopes that it will continue for the year.
- Komati Hapai discussed.
- Robert mentioned the need for diversity in staffing - possible need for some strategic plans - try to grow our own staffing out of our Maori graduates.

Andrea shared with the Board that we have received Roberts resignation and congratulated him on his new appointment teaching Creative Writing at Massey University. Robert mentioned the supportive community and that it has been something he has treasured during his time here.

Andrea thanked Robert for his time and his report.

Robert exited the meeting at 8.20pm.

2.5 Pasifika

- Katrina's report taken as read.
- Highlight for Katrina was seeing the continual rising of Pasifika achievement and also delving into Pasifika studies.
- Would be great to have a Year 10 Pasifika studies class.
- Katrina shared what was being taught in the Pasifika studies classes. And how the marking criteria works.
- Attendance discussed and how Katrina is keeping up with it - it is a goal to have them all showing up on time for class.

Andrea thanked Katrina for her report and her time.

2.6 Finance

- No accounts to present yet - Angela is working meticulously to get these done and even worked over the weekend.
- Debt recovery for Hostel - good response to this so far.

2.7 Don House

- Mat spoke to around relevant Don House information.

- Scotts report taken as read.
- Scott is doing some tremendous stuff with his orientation program.
- Boarding roll down to 49 at present.
- Boys were a little unsettled with the introduction of lunches - seem to be coming around with some incentives Scott has initiated.
- Angela questioning Compass as their food costs are coming in above their estimate.
- Cornel spoke to Scotts development of a policy document for the Hostel. Discussion had around Cornels proposed edits. Mat to take document back to Scott.

2.8 Rectors report

- Rectors report taken as read.
- New Technology teacher has been appointed and should arrive the middle of next year.
- Discussion had around staffing.
- Discussion had around Covid - currently 76 boys / staff away as either Household contact or positive cases. Discussions had around other various Covid related situations.
- Ethan shared student feedback re lunches - queries around packaging being biodegradable, menu available a week in advance.



RAMs Forms

Darryl to set up information re RAMs form procedure for staff.

Due Date: 9 Apr 2022
Owner: Darryl Paterson

2.9 Chair scan

- Discussion had around things to be tidied up before the next election.
- PD upcoming courses discussed.
- Discussion had around triennial elections - Parent and staff elections proposed for 7th September.
- What changes are needed on Board page of the website - discussion had around website.
- Community Association letter discussed re Canteen. May be a good idea to survey the students and see if there is a need for the Canteen to be established.
- Draft survey discussed - to be revisited.



Planning for next Election

Board to think over things they would like tidied up before the next election.

Due Date: 8 Apr 2022
Owner: Andrea Ludemann



Maadi Cup

Approved Maadi Cup declaration.

Decision Date: 29 Mar 2022
Mover: Andrea Ludemann
Seconder: Cornel van Basten
Outcome: Approved

2.10 Action Item List

Due Date	Action Title	Owner
26 Mar 2021	Don House Concept plan Status: In Progress	Mat O'Sullivan
5 Nov 2021	Financial Planning Policy update Status: Completed on 15 Feb 2022	Greg Wilson
25 Nov 2021	Edit Don House Fees on Website Status: Completed on 15 Feb 2022	Kara Cox
31 Jan 2022	2022 Annual plan - inclusion of Fraser Farm Status: Completed on 15 Feb 2022	Darryl Paterson
28 Feb 2022	Middleton Lease Status: In Progress	Darryl Paterson
28 Mar 2022	Website - Board Page Status: Completed on 9 Apr 2022	Andrea Ludemann
29 Mar 2022	Draft Survey Status: Completed on 22 Mar 2022	Katrina Miller
29 Apr 2022	Student voice Status: Not Started	Darryl Paterson

3. Correspondence

3.1 Inward and outward



Geography RAMs

Geography rams approved with edit to teacher attending trip.

Decision Date: 29 Mar 2022

Mover: Greg Wilson

Seconders: Cornel van Basten

Outcome: Approved

Resignation received from Dr Robert Sullivan.

Andrea to write reply.

4. Forward meeting schedule

4.1 Confirm Minutes

Board Meeting 3 22 Feb 2022, the minutes were confirmed as presented.



Minutes Approved - 22nd February.

Approved with following edit

4.1 - edit to be made re 15 Feb.

Decision Date: 29 Mar 2022

Mover: Mat O'Sullivan

Seconders: Katrina Miller

Outcome: Approved

4.2 Forward meeting schedule

Karakia: Greg

Evaluation: Katrina

Employee of the month

- Scott Mayhew
- Neil Conway
- Emma Prosser

4.3 Meeting Evaluation

- With reporting are we making a difference by hearing reports?

Yes, that is where the survey idea came from, which will assist us with improving the school culture.

Potentially some food for thought, are we helping? How can we help more?

5. Close Meeting

5.1 Close the meeting

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

Parent feedback

Signature: _____



Date: _____

7/6/2022