

CONFIRMED MINUTES

BOARD MEETING 8 - 26TH JULY 2022

At the **Board Meeting 9 2022** on **30 Aug 2022** these minutes were **confirmed as presented**.

Name:	Waitaki Boys High School
Date:	Tuesday, 26 July 2022
Time:	6:45 pm to 9:30 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, Paul Edmondston, Silou Temoana
Attendees:	Business Manager Angela Slemint, Kara Cox

1. Opening Meeting

1.1 Welcome

- Andrea welcome everyone to the meeting.

Apologies - Ethan Reille, Darryl Paterson (will be in partial attendance), Roger van Booma to join via teams.

- Permission sought to take meeting out of order - Board agreed.

1.2 Karakia

- Mat shared a karakia.

1.3 Interests Register

2. Sub Committee and reporting

2.1 SLT - Aisea teaching and learning

- Andrea welcomed Aisea Fifita to the meeting.
- Reports taken as read.
- Aisea fielded questions from the Board from his summary report re teaching and learning and the impacts Covid and flu has had on our students - The Board observed that the Year 13's seem to be struggling. Absences have taken a toll on both students and teachers. MOE discussing lowering the bar in terms of Credits as they did in 2021.
- The Board asked if in terms of practical help if there was anything we could consider that would make a practical difference for example more Relievers etc.

- Discussion had around if there were any students who were in orange or red that should be in green - Aisea noted that there were quite a few that should be in green but they just have not had the time to do the work. The role of the Deans is to be tracking these students and make sure at the end of the year they will pass.
- Discussion had round Year 10 results -the Board noted concern around the results at the stage in the year.
- Ag science pilot removal - can this be re-established? Yes.
- The Board raised the question as to what the plan is around the number of assessments being completed / achieved - HOD's and SLT working together to formulate a plan to best fit the students. The students in the red are the main concern.
- Discussion had around informing parents re students results and what steps we can/should be taking to keep all parties well informed.
- Upcoming strategic plan - what should the Board be considering around teaching and learning?
- Trade Academy, Sport Academy and Sport Academy within the school would be amazing - we do not have the resources currently or the staffing.
- Option booklet is improving but not quite where we want it so will continue to develop that.
- 2024 NCEA changes will be a massive amount of work for our staff here - Math's and Ag are currently part of the pilot, History to be added next year. It is great for the students but but hard on the teachers.
- Andrea thanked Aisea for his time and for his reporting.
- Aisea exited the meeting at 7.36pm

2.2 SLT - Roger

- Roger van Booma entered the meeting online at 8.00pm.
- Andrea welcomed Roger to the meeting.
- Rogers reports taken as read.
- Attendance monitoring data could be improved.
- Discussion had around teacher attendance and sickness - do we have a record of who has had Covid or influenza for pre planning purposes. We do have records for Covid but not influenza - Data should be available from the ministry. Flu jab was offered through school which around 25 staff members took up.
- House group time - seems very inconsistent, some teachers are engaged some are not - there is no process to what a house group teacher need to do in their role. There seems to be numerous inconsistent processes at the moment. Discussion had around this.
- Discussion had around environmental grant proposal.
- Discussion had around staffs concerns re HOM and information not being relayed.
- Question raised around the new indoor lunches and if this is beneficial putting our students in a confined space without masks to eat.
- Discussion had around wellbeing for staff.
- Strategic goals wish list - Curriculum upgrade, more focus on students. Put some more focus onto vocational students.
- Andrea thanked Roger for his time and his reporting.
- Roger exited the meeting at 9.16pm.

2.3 Finance

- Greg spoke to Don House finance report.
- Greg spoke to finance report.
- Finance sub committee to be set with Greg, Darryl, Angela and Paul.
- Greg to pass on to Angela the Boards thanks for her great reporting.

2.4 Chair scan

- Andrea shared notes from Board Pro webinar.
- RAMs forms arriving too late - these will be returned so that the Board has a chance to read through.
- Andrew Isger resignation letter reply to be sent from the Board.
- Board members needed for Open night next week.
- Community Assn meeting next month on Tuesday 30th August at 5.30pm - be great to have some Board members along.
- HOM - QS proposal will be through by the end of the week.



Read RAMs Forms

Board members to read Rams by Friday.

Due Date: 29 Jul 2022
Owner: Andrea Ludemann



Motion to Second Kirsty Broard onto the Board

Motion to Second Kirsty Broard onto the Board

Decision Date: 26 Jul 2022
Mover: Mat O'Sullivan
Seconder: Paul Edmondston
Outcome: Approved

2.5 In committee

2.6 Don House sub

- Staff profiles updated on website.
- Great feedback around the term
- Current role 51 - confirmed 5 enrolments for next year.
- Hoping the get the Hostel more exposed on open night.
- Don House section to be added to fortnightly newsletter.
- Scotts leave accumulating - needs to put in a plan to manage that.
- Most likely needing review on hostel staff wages and salary's.

2.7 Rectors report

- Darryl entered the meeting at 7.55pm.
- Darryl spoke to his reports.

- Excellent work being done in the wellbeing sector by Janice.
- Multilingual signage up around the school - English and Maori.
- Great work being done around departmental reports.
- Staff survey has just gone out - this is due in by 8th August.
- Survey to go out re the 6 day timetable. Discussion had around the positives and negatives of this.
- Roll currently at 370 which is a little concerning - the lowest it has been during my time. We have a very small year 13 this year as a lot of them have left to enter the workforce. Goal to get 100 boys into year 9 next year. Want to get the roll back up over 400.
- Resignation letter from Andrew Isger on the last day of the term, which meant his two weeks notice were over the holidays - currently going through the interview process and hope to appoint someone by Friday.
- ERO meeting set for August.
- Thai student back at school this term and looking to have a student from Japan next year.
- Property discussed.
- Privacy audit - awaiting info from ERO
- Ray Boswell to present a Middleton Report at an upcoming meeting.
- Discussion had around Don house maintenance funding and how it is tracking.
- Scott Mayhew would like to have a Don House section in the newsletter - Scott to send to Kara.
- Scott would also like to be involved in the Open Night in some way.
- Darryl exited the meeting at 8.27pm.

2.8 Policy review

- Attached policy's discussed.
- Cornel to email edits to Kara.



Edit to Curriculum Policy

Remove word devices

Decision Date: 26 Jul 2022
Mover: Cornel van Basten
Seconder: Greg Wilson
Outcome: Approved

2.9 Action Item List

Due Date	Action Title	Owner
26 Mar 2021	Don House Concept plan Status: Completed on 26 Jul 2022	Mat O'Sullivan
28 Feb 2022	Middleton Lease Status: In Progress	Darryl Paterson
29 Apr 2022	Student voice Status: Not Started	Darryl Paterson
23 May 2022	Privacy Policy and Procedure Status: In Progress	Darryl Paterson
26 Jul 2022	Clarification - Privacy Audit Status: Completed on 26 Jul 2022	Darryl Paterson

Due Date	Action Title	Owner
31 Jul 2022	Restraint Training for Staff Status: On Hold	Darryl Paterson
31 Jul 2022	Middleton Report Status: In Progress	Darryl Paterson

3. Correspondence

3.1 Inward and outward

4. Forward meeting schedule

4.1 Confirm Minutes

Board Meeting 7 28 Jun 2022, the minutes were confirmed with the following changes:

2.5 - Add inverted commas to bribe.



June Minutes Confirmed

Confirmed with below edits.

2.5 - Add inverted commas to bribe.

Decision Date: 26 Jul 2022

Outcome: Approved

4.2 Forward meeting schedule

- HOD's reporting next meeting.

4.3 Meeting Evaluation

5. Close Meeting

5.1 Close the meeting

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

Parent feedback

Signature: _____

Date: _____

13 Sept 2022

