

CONFIRMED MINUTES

27 JUN 23 BOARD MEETING

At the **BOT Meeting 1 Aug 23** on **1 Aug 2023** these minutes were **confirmed with the following changes:**

2.1 - Bed change to Ben, add "and what " the other all boys' schools are doing?

5.1 Added in the next meeting date.

Name:	Waitaki Boys High School
Date:	Tuesday, 27 June 2023
Time:	5:30 pm to 9:10 pm (NZST)
Location:	Waitaki Boys High School, Waitaki Ave
Board Members:	Paul Edmondston (Chair), Ben O'Sullivan, Daniel Isbister, Darryl Paterson, Graham Hay, Greg Familton, Kirsten Dixon, Kirsti Broad, Mrs Maiele Paia, Nicola Neal
Attendees:	Rectors PA Kirsty Sheaf

1. Opening Meeting

1.1 Welcome

- The Board Chair (via Zoom) welcomed all to the meeting.

1.2 Karakia

- Nicola shares a Karakia with the Board.

1.3 Interests Register

- Noted that Kirsten Dixon & Nicola Neal added interests to the registry since the last board meeting.

2. Sub Committee and reporting

2.1 Student Report

- Ben thanks the board
- Report taken as read.
- Discussion had over Head Boy Conference, Ben Attended: PPTA strikes was a big discussion, the impact it has already had on students this year. Support the teachers, concern for the students.
- Board asked Ben - did he notice any differences and what the other all boys' schools are doing? anything you picked up? Ben: Yes definitely, even though they were all 'all boys' schools, they were all different, was great to be able to go along and chat and discuss with other head boys, who have the same passion and are like-minded, bounce ideas off each

other. Head boys had different roles, Waitaki Boys' smaller than others, but may take on board what others are doing in their role.

- Ben spoke about the '72 running' project for mental health, got the go ahead from the Rector, which is great.
- Not making everyone happy but what is right for you was an important message he took home.
- Prefect mid-year review tomorrow
- Ben spoke about how he would like to prepare more for the future head boys/prefects.
- Ben spoke about his article: Great that the students are back at school, hopefully no more strike days, there was too much inconsistency happening with the strikes, impacting the students. Boys need constructive learning, where they know, they can come to school with 5 periods of constructive learning, need that consistency.
- Ben General Comment: Waitaki Boys' High School is an official Enviro BRONZE School, recognized the good steps that have been taken to being an environmental school by the students and Mr. Henehan.
- Board mentions: That needs to go on the school website.
- Board congratulates Ben on his upcoming event.
- Board thanks Ben for his report.

2.2 Policy review

- Taken Draft polices as read.
- Kirsten talked the Board through the draft appointments and mobile phone policies. recommendations from NZSTA template.
- Kirsten asked the board if they had anything to bring up for discussion: Board - update the dates at the bottom of the policies.
- Board thanks Kirsten.



Pending update dates at bottom of Appointments & Mobile policies, reviewed & bought into policy.

Move motion - Pending update dates at the bottom of Appointments & Mobile policies, reviewed and bought into policy. Approved.

Decision Date: 27 Jun 2023
Mover: Nicola Neal
Second: Mrs Maiele Paia
Outcome: Approved

2.3 Cultural

- Mentioned the social centre report is a draft, formal report for the next board meeting.
- Greg: discussion had from the last cultural sub-committee meeting.
- Nicola: Another meeting will be this week; formal plan & goals for the sub-committee as well as a formal statement of intent.
- Get the students involved.
- Board thanked and mentioned that it is great to see the enthusiasm on the cultural sub-committee.

2.4 Rector

- Report taken as read
- Roll - 379 slightly up from last year.
- Board asked about roll numbers, Year 12 & Year 13 numbers drop historically? Darryl: Yes
- Darryl suggested Kahui Ako report to the board at the next meeting, to be on the August Agenda. Board Agrees.
- Discussion had on Donations Scheme. Survey will be sent out to the parents whether to opt-in or not. Will gather feedback from the community, and decision by July 8th. will need to be approved by the board.
- Darryl spoke about his Sabbatical purpose / Programme outline.
- Discussion had on Darryl's Sabbatical proposal. Outcome: Unanimously approved.



Board Approves Darryl's Sabbatical Proposal.

Board Approves Darryl's Sabbatical proposal.

Decision Date: 27 Jun 2023
Mover: Paul Edmondston
Seconder: Daniel Isbister
Outcome: Approved

- Ministry workshop (PD for Darryl). Darryl meeting Jackie Barron over the holidays, feedback from other principals and will come back to the board at the next meeting around that.
- Re-structuring the strategic plan to go with the NELPs (National Educational Learning & Priorities) rather than the NAGs (National Achievement Guidelines (outdated)).
- Darryl thanked the Board and the Board Chair especially for his support in the last few weeks.



Board to go into committee

Board went into committee.

Decision Date: 27 Jun 2023
Mover: Paul Edmondston
Seconder: Nicola Neal
Outcome: Approved

2.5 In committee

2.6 Finance

- Report taken as read
- Kirsti spoke about hostel: Team Leader contracts all ready, on-call been monitored, move to xero, digital timesheets.
- Board thanks Linda Crossley (Business Manager), variance reporting easier to read.
- Discussion had with painting; painting contract signed for the future (5-year plan)
- Discussion had over relief teachers, within budget, sitting comfortably for 2023. Board agrees to no longer charge relief cover to parents for extracurricular activities. This will be reviewed again at the end of the year.
- Board Chair to send letter to Sports Council.

- Board thanks Kirsti



Board agreed to no longer charge for relief cover for extra-curricular activities to parents.

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Decision Date: 27 Jun 2023
Mover: Kirsti Broad
Seconded: Greg Familton
Outcome: Approved

2.7 Property

- Reports as read
- Discussion had on Lake Middleton - DOC lease.
- Painting at the hostel will now be in the next school holidays.
- Delayed in renovations due to leak - that has now been fixed.
- Board thanks Daniel for report.

2.8 Don House

- Taken report as read.
- Discussion had over NZ Boarding Conference Scott Mayhew attended. Highlights, we are doing things well. Implements: structure around breakfast, sets the day up and then they go to school.
- Board congratulated Scott on being selected to join the New Zealand Boarding Schools Association executive committee.
- Common room upgrade has started, completed in the up coming school holidays.
- Board thanks Graham for his report.

2.9 Chair scan

- Board had discussion over Health & Safety and the Health & Safety committee. Does a board member need to be on the committee.
- Board recognizes better Health & Safety reporting needs to be done, and then these reports to be presented at the following board meeting.
- Greg to follow up and seek more information from the Ministry.
- Board Discussed upcoming Health & Safety course. Nicola Neal happy to attend on behalf of the Board.



Nicola to attend Health & Safety Course in July.

Nicola to attend the upcoming Health & Safety Course in July.

Decision Date: 27 Jun 2023
Mover: Paul Edmondston
Seconded: Kirsti Broad
Outcome: Approved

- Discussion had on the Technology Block report.
- Work is underway in the Tech block.

- Discussion had on the School Gym proposal letter.
- Board agreed that they are on board with the concept and idea, however they do require further information, such as who would deal with the maintenance of the equipment, Health & Safety (will the students have an induction on how to use the equipment), who will be running the gym, security, revenue etc.
- Board agreed for Darryl to talk to Ian & Twyla and ask for a full proposal and report for the next board meeting.
- Discussion had on the Insurance Quote for the Grandstand / Grandstand changing area. Noted insurance covers fire only, not earthquake or flood.
- Board moved motion whether to cover the insurance for the Grandstand, voted and outcome was to not cover.



Board to insure the Grandstand.

Motion not approved by board to cover the Grandstand (insurance).

Decision Date: 27 Jun 2023
Mover: Paul Edmondston
Seconder: Kirsti Broad
Outcome: Not Approved



Move motion to Ratify Thailand Trip

Board moved motion to ratify the Thailand Trip.

Decision Date: 27 Jun 2023
Mover: Paul Edmondston
Seconder: Ben O'Sullivan
Outcome: Approved

2.10 Action Item List

Due Date	Action Title	Owner
31 Jul 2022	Restraint Training for Staff Status: In Progress	Darryl Paterson
28 Feb 2023	Hand Held Lasers for the Seagull issue / Pool Status: On Hold	Darryl Paterson
1 Aug 2023	Mid term elections Status: Not Started	Paul Edmondston

3. Correspondence

3.1 Inward and outward



Moved motion to approve Janice Vermeulen unpaid Leave request.

Board Moved motion to approve Janice Vermeulen unpaid Leave request.

Decision Date: 27 Jun 2023
Mover: Paul Edmondston
Seconder: Daniel Isbister
Outcome: Approved

Board Thanks JW Christie Charitable Trust. As well as Vincentian Housing Trust & Oceania for their donations.

4. Forward meeting schedule

4.1 Confirm Minutes

Next Board of Trustees Meeting 30 May 2023, the minutes were confirmed as presented.

Board chair - Changes to the minutes discussed, once they have been amended last meeting minutes approved by board.



Pending Changes to be done, once completed approved last meeting minutes.

Pending changes to be done to last minutes, once done board approved last meeting minutes

Decision Date: 27 Jun 2023
Mover: Graham Hay
Seconded: Paul Edmondston
Outcome: Approved

4.2 Forward meeting schedule

4.3 Meeting Evaluation

Maiele Evaluated the meeting:

- Valuable thoughts
- Passion around the school
- Thanked the board for allowing to be apart and looks forward to be on the board
- Well done to everyone on their parts they presented.

5. Close Meeting

5.1 Close the meeting

Next meeting: BOT Meeting 1 Aug 23 - 1 Aug 2023, 5:30 pm

Parent feedback

Signature: _____

A handwritten signature in blue ink, appearing to be 'Graham Hay', written over a horizontal line.

Date: _____

24/8/23