

CONFIRMED MINUTES

26 NOVEMBER 2024 BOARD MEETING

At the **School Board Meeting** on **28 Jan 2025** these minutes were **confirmed as presented**.

Name:	Waitaki Boys High School
Date:	Tuesday, 26 November 2024
Time:	5:30 am to 8:00 pm (NZDT)
Location:	Waitaki Boys High School, Waitaki Ave
Board Members:	Paul Edmondston (Chair), Daniel Isbister, Darryl Paterson, Graham Hay, Greg FAMILTON, Kelli Williams, Kirsti Broad, Lachlan Wright
Attendees:	Linda Crossley
Apologies:	Maiele Paia

1. Opening Meeting

1.1 Welcome

The meeting was opened and all present were welcomed at 5:30pm by Paul Edmondston. Apologies from Maiele Paia who is unable to attend this evenings meeting.

1.2 Karakia

The Karakia was not performed as Maiele Paia, who was to present the Karakia to open the meeting, was unable to attend.

1.3 Interests Register

1.4 Confirm Minutes

Next Board Meeting 31 Oct 2024, the minutes were confirmed as presented.



Moved Motion To Approve Minutes of October 2024 Meeting

Paul Moved a motion to approve the Minutes of the Last Meeting

Decision Date:	26 Nov 2024
Mover:	Paul Edmondston
Seconder:	Daniel Isbister
Outcome:	Approved

2. Sub Committee and reporting

2.1 Kahui Ako

Laura Keep and Andy Lane presented Kahui Ako to the Board.

Report taken as being read. Opened up to the Board.

Kirsti commented how great the results are. Laura expressed that they are also very pleased, that the improvements are really noticeable, and shared with the School Board that the work that the teachers had done had a great impact.

Daniel asked if the test was the same as previous years or has it become easier.

Laura stated that the NCEA test is a set standard, so it is not necessarily easier. WBHS pass rates have increased.

Paul, what is the key thing that changed results?

Andy commented that this is something they have worked on for over 2 years, working closely with Sue Johnston. They now have more buy in from teachers which makes an enormous difference. Andy's role now is to get this imbedded in our systems. Having it imbedded will keep it consistently working, and changing focus to reading next year. Laura added significant detail on learning, Kahui Ako and resources.

Graham asked if it may plateau after Sue Johnson leaves. Laura says no, they have the knowledge and resource to manage going forward.

Daniel asked what the buy in was at primary level.

Andy and Laura confirm that we have all the primary schools in Oamaru as part of our Kahui Ako. Discussion followed around other local schools and their results, and comparisons with ours.

WBHS is a very positive environment with SLT support, and the ability to reach the teachers on a regular basis through set meetings. The goals are engagement and transition, with different expertise in each school.

The question was asked about what the school should expect next years students to be like?

The discussion continued around the level of behavioural issues, and Laura confirmed that Sue has a number of resources to share to assist with the students who need extra help.

The question was asked about why are students arriving at Secondary Schools so poorly equipped?

Laura explained that there are a number of reasons, some of which are due to the Covid years, diagnosis improvements around issues that were not recognised before, device use and parenting. The change in significant levels of students needing basic core skills coming through is believed to be a growing situation so the focus has to be on how to manage within the school. This appears to be a common issue internationally, not just in NZ. By the time students get to high school the problems continue as they are behind in core abilities, that makes it very difficult to catch up.

The discussion closed, and the School Board thanked Andy and Laura for their hard work and the great results.

2.2 Camp RAMs

Approved Humpbridge, Willows and Middleton by email.

Seconded Graham

Borneo - discussion re activities, Approved, seconded Greg.



Willows & Camp RAMs

Paul Moved a Motion to Approve the following Rams
Willows Cricket
Humpridge Camp
Lake Middleton Camp

Decision Date: 26 Nov 2024
Mover: Paul Edmondston
Seconder: Graham Hay
Outcome: Approved



Borneo RAM

Paul Moved a Motion to Approve the Borneo Trip RAM

Decision Date: 26 Nov 2024
Mover: Paul Edmondston
Seconder: Greg Familton
Outcome: Approved

2.3 Student Report

The Student Report was accepted as read, and it was opened to the Board.

Exams were discussed, with Thursday confirmed as being the last day of exams.

Lachlan was asked about his Interesting comment around the brotherhood struggling without the use of the Hall of Memories.

Lachlan explained that the use of the Hall of Memories as the hub for the school to gather in was important, but was not the defining feature.

Lachlan shared that he had found the study groups were really good, and very useful. There are practice exams available and teachers to help. The students using the study groups were all individuals concentrating on their own individual areas of concern, however the ability to be in an uninterrupted space with likeminded students who were all serious about their results was very powerful and useful.

The Board thanked Lachlan for his report

2.4 Rectors Report

Darryl presented his Rectors Report. He discussed the learning priority report, with key points being transition in full swing. Fantastic job around that.

The senior prizegiving highlight was the inclusivity, and great to celebrate neuro diverse learners achieving.

Term 4 is a very short term, with a lot of staffing for the coming year to be managed, making it an intense and demanding few weeks. Darryl expressed that it takes time to manage staffing. Staff meetings have been favourable lasting for a good hour and half going through next year plans, management etc.

Feedback was discussed around the wellbeing survey and the broad overview had with staff. Feedback was quite confrontational. Key learnings were a lack of respect within the school. Staff are seeing the need for the school to be a safer environment. The review team had raised a few action points. Putting in more support, 19-20 students per class in year 9 classes, and introducing a Senior Dean position to support the Deans.

It was noted that the wording used in the survey was somewhat vague, and it could have been more succinctly written. Clearly there needs to be a reset for 2025. A student leadership group will help, and an appointment has been made as Assistant Deputy Rector. The Senior Leadership Team currently sits with: Aisea, Darryl and Stephen, and the newly appointed position will be part

of the SLT in 2025. Period 5 will be tightened up in 2025, and there will be less room for inspire classes.

There will be 5 x year 11 classes in 2025. During 2024 the year 10's started with 89, and had grown to 110 by the end of Term 1, making it too late to appoint new staff to alleviate the load. This resulted in classes of 30, and it is thought to have contributed to behaviour issues. With roll increases for 2025, Darryl has been able to appoint new staff. Darryl expressed his pride in how the school have taken the feedback from the survey on board. In terms of bullying, the school will be reintroducing the peer leadership scheme.

The Board asked Lachlan how he finds the morale around the school. Lachlan did express that it has not affected him so much as he is now in the senior school, however he noted that general standards of behaviour seem not as good as it had been in the past, and used uniforms as an example.

The question was asked if the results were split in to year groups. Raw data across different year groups would be good. The answer was that the results are consistent across all levels, the perception was across all levels. Darryl expressed his disappointment in the results. More discussion followed and it was noted that there has been a large number of stand downs and exclusions. It was noted that it tended to be a handful of students causing the majority of issues.

The school are trying to do something about this. More support is needed in the classroom. Some classes have needed to be combined which is not ideal. More Teacher Aide support is critical with a significant increase in students in 2025 who are needing support.

Darryl asked the Board to consider putting some funding towards more Teacher Aides for 2025. He presented a formal letter of request to the School Board.

Shona Campbell-Savage was introduced.

Shona clarified that on average ORS students are funded 18 hours per week. Next year we will need 3-4 TA's for intervals and break times. The school currently have 4 permanent Teacher Aides, and 2 fixed term Teacher Aides employed. Shona believes we need an additional 3 Teacher Aides. She discussed in detail the incoming students for 2025, as well as a further 30 who need care. She has attended multiple agency meetings. Some of these students are not toilet trained, and there are incoming students with SLD's. Shona gave a very impassioned plea to the School Board about the need for support for these students for 2025.

The School Board asked what would Shona's ideal be in terms of TA's required? Her response was at least one in each class, sometimes 2.

Discussion followed, and it was explained the final funding and needs to be met is still a moving target as the school have not yet received all notification of funding for 2025.

The School Board response was positive to support the school with additional Teacher Aide staffing requirements.

Another subject introduced was that the Sports Co-ordinator, Twyla is requesting to know if the School Board support in principal the set up of a full gym in the Social Centre ground level. The Sports Advisory Committee have put money aside for this project of building a gym, and gym gear has been donated with a rough value of \$25,000. Discussion followed around how that would work, who would use it. This gym would only be available to students over 16, elite sports teams, junior PE students, and teaching staff could use it. Discussion followed around the actual set up, and fire exits, security etc. It was also shared that the Uniform Shop was not happy at the prospect.

The School Board have expressed their support in principal to the idea but require a more detailed proposal with quotes costings and how it will be funded before it can be approved.

2.5 H&S & Policy

Report as read.

2.6 Property

The Property Report was marked as read.

The building consent for the Hall of Memories is lodged and resource consent is in process.

Work is anticipated to start in the new year.

Michael Forgie is to forward the quotes for the shower repair work in the hostel.

It was suggested that the Hostel should report on their needs to the Property sub committee.

Darryl to add security cameras to the budget, with some quotes having been received and more expected shortly.

The dust extraction issue status needs to be resolved.

2.7 Finance

The financial reports were presented and marked as read.

Kirsti stated that she was happy with the reports as there are no anomalies, and the admin team were keeping on top of finance.

The next step for finance was bedding down the budgets for the Hostel and the School for 2025

2.8 Don House

Graham presented the Don House Report, which was marked as read.

Currently numbers for the Hostel are 41-42, with 5 boys having pulled out last week.

Discussion followed around the funds owed to the school, how and why it occurred. It appears to be a gradual build up over a number of years historically.

It was noted that the Hostel is running at a profit for the first time, but that caution needs to be actioned to ensure that it does not go in to the red again.

Discussion followed around how the Hostel cannot run cash negative, and the existing Term Deposits purpose - what they were for, how they could be earmarked for future requirements.

The priorities are money to be returned to school, capital expenditure, and then yearly maintenance.

A budget is being worked up over a 5 year period.

It was noted that any wants or needs that the Hostel have needs to be presented in detail, and with realistic costs in any proposed plans.

Discussion followed.

2.9 Marketing

2.10 Chair scan

Need to ratify acceptance of Crest Cleaning Proposal.

Daniel seconded

FENZ evacuation plan approved.



Ratify & Approve Crest Cleaning Proposal

Paul moved a Motion to Approve the Crest Cleaning Proposal

Decision Date: 26 Nov 2024
Mover: Paul Edmondston
Seconded: Daniel Isbister
Outcome: Approved

2.11 Action Item List

Due Date	Action Title	Owner(s)
30 Jan 2024	Restraint Training for Staff Status: In Progress	Darryl Paterson
30 Jun 2024	Darryl to talk to David Higgins - Formal Engagement - Moeraki. Status: In Progress	Darryl Paterson
24 Sept 2024	Proposal and Quote re proposed structural work for the Hostel Status: Not Started	Daniel Isbister
24 Sept 2024	Security Cameras Status: In Progress	Daniel Isbister
24 Sept 2024	Provide update on Hostel policies and procedures at next School B... Status: In Progress	Graham Hay
24 Oct 2024	Follow up with Linda about the Chinese Marketing Status: Completed on 3 Nov 2024	Paul Edmondston
29 Oct 2024	Confirm that the dust extraction fan is fixed Status: Not Started	Daniel Isbister
29 Oct 2024	Check with Linda about budget for cameras 31/10/2024 - This ties ... Status: In Progress	Darryl Paterson
30 Oct 2024	Discuss with Darryl about the part time Te Reo teacher at Waitaki Girls' High School Status: Completed on 8 Nov 2024	Paul Edmondston
26 Nov 2024	Daniel to follow up on the dust extractor Status: Not Started	Daniel Isbister
26 Nov 2024	Darryl to ask Ferdi if MOE can cover under H&S (2 Quotes for Camera system) Status: In Progress	Darryl Paterson
26 Nov 2024	Darryl to ask Ferdi if MOE can cover under H&S (2 Quotes for Camera system) Status: In Progress	Darryl Paterson
24 Jun 2025	Reminder: Hall of Memories funding request for insurance, tuning, future maintenance etc Status: On Hold	Paul Edmondston

3. Correspondence

3.1 Inward and outward

4. Forward meeting schedule

4.1 Forward meeting schedule

There will be no December meeting.

Any matters of urgency can be addressed by email, and/or by a Board Resolution in Lieu of a Meeting.

The next meeting will be Tuesday 28 January 2025, with all Board meetings being scheduled for the last Tuesday of every month during 2025

4.2 Meeting Evaluation

Lachlan evaluated the meeting to be positive in terms of the healthy discussions around various subjects, and it was great to have the meeting finish at a reasonable time without running overtime.

The meeting closed at 8pm

5. Close Meeting

5.1 Close the meeting

Next meeting: School Board Meeting - 28 Jan 2025, 5:30 pm

Parent feedback

Signature: _____

Date: _____