

# CONFIRMED MINUTES

## NOVEMBER 2025 SCHOOL BOARD MEETING

At the **December School Board Meeting - SLT Reports** on **11 Dec 2025** these minutes were confirmed as presented.

<b>Name:</b>	Waitaki Boys High School
<b>Date:</b>	Tuesday, 25 November 2025
<b>Time:</b>	5:30 pm to 7:30 pm (NZDT)
<b>Location:</b>	Waitaki Boys High School, Waitaki Ave
<b>Board Members:</b>	Stacey Hayes (Chair), Akuhata Pirere, Darryl Paterson, Erik van der Spek, Greg FAMILTON, Heather Martyn, Megan Innes, Quinn Neal
<b>Attendees:</b>	Linda Crossley

### 1. Opening Meeting

#### 1.1 Welcome

The Presiding Member, Stacey Hayes, welcomed everyone and opened the meeting at 5:30pm. All were present and there were no apologies.

#### 1.2 Karakia

Student Representative Quinn Neal presented the karakia first in Maori and then in English. This beautiful karakia was a message around seeking knowledge, standing tall and having respect

#### 1.3 Interests Register

#### 1.4 Confirm Minutes

**30 October 2025 Board Meeting 30 Oct 2025**, the minutes were confirmed as presented.

### 2. Sub Committee and reporting

#### 2.1 Rectors Report

WBHS Rector, Darryl Paterson's report was marked as read.

Darryl spoke to his report, opening with a discussion regarding the hectic time of year it was with the usual annual staffing changes and recruitment drives.

It was noted that the title of the first heading in his report needed a correction, as it read '2024 in brackets', but should have read '2025 in brackets'. 'Projection for 2027' should read 'Projection for 2026'

Returning to the summary of regarding staffing at the school, Darryl shared that he was working through the changes, and was pleased to be appointing some exciting new staff. Some positions are still being interviewed for.

NCEA exams wrap up on Friday this week. Darryl has shared with the School Board the very positive letter from the exam centre manager regarding a high level of diligence shown by the students, reflecting directly on the high levels of engagement in their learning, most noticeable in English, the Sciences and Maths.

The Senior Leadership Team are current working through 2026 timetables.

WBHS extra curricular activities are having a lot of success over a range of sports and interests

Darryl discussed his recent international marketing trip to China, Japan and Thailand. He did not feel much interest during the Education New Zealand Agents Seminar in China although has communicated with some agents he met there. Japan was positive, as was Thailand. The Thai school who we have a relationship with is keen to send 10 boys for 3 weeks in March. It was a very positive reconnection.

Senior prizegiving was a highlight, as was the Leaders dinner that had over 100 attendees.

Discussion followed around how the international student agent relationship works.

Regarding staffing, Darryl confirmed that exit interviews are held with all outgoing staff.

## **2.2 H&S & Policy**

Greg Familton, Staff Representative's Health and Safety report was marked as read.

His report presented an updated incident register and advised the School Board of what the next policies due for review were in School Docs.

Greg confirmed that all staff now had their Restraint Training Certificates.

## **2.3 Property**

Erik van der Spek, School Board member's Property Report was marked as read.

Items to note are that the B Block balastrade on the stairs has been highlighted as a risk, and MOE has been approached for funding.

The 10 Year Property Plan evaluation report has been received and will be reviewed by the Property Sub Committee on Tuesday, December 2nd.

Deteriorating asphalt has been noted around the school with minor repair work being scheduled.

Bridge inspections will to be done when Waitaki District Council conduct their inspections.

The turf will be checked for any repair and maintenance issues.

The MOE Property Maintenance Grant has been received, being a one off 50% additional payment of the Ops Grant. These funds must be used and reported on no later than the end of Term 1 of 2026.

The caretaker has requested a new mower. This will be reviewed during the budget preparation for 2026.

The boiler maintenance contract is not deemed as a necessity at this point in time.

## 2.4 Finance

Heather Martyn, School Board member presented the Financial Reports for both the Hostel and the School. It was noted that there was no finance meeting, but that the reports were submitted and circulated.

Overall the school and hostel are both on track with no major concerns, although being the end of the calendar year, the brakes are on in terms of spending, ensuring just the necessary costs are covered.

Linda Crossley, Business Manager was asked for estimated end of year figures. She will circulate to the board later this week.

It was noted that the Hostel budget for 2026 is on hold until the new Director of Boarding is appointed as this role may result in some staff changes, depending on the person appointed and what they bring to the Hostel.

The 2026 School budget is now being worked up.



### **Circulation of estimated YE figures for Hostel and School**

To circulate estimates of year end financials to the School Board

**Due Date:** 28 Nov 2025

**Owner:** Linda Crossley

## 2.5 Don House

The Hostel Sub Committee did not meet and no reports were submitted.

It is noted that advertisements are still running until the end of this week for the new Director of Boarding.

## 2.6 Cultural

Aku and Quinn's Cultural Subcommittee Report was marked as read.

The Pasifika and Maori subject teachers have been invited to join the Cultural Subcommittee

Discussion followed regarding the Social Centre, which is documented below in section 3.3 of this Board report.



### **Social Centre Curtain Fabric Samples**

Greg to get fabric samples for curtains for the Social Centre

**Due Date:** 24 Dec 2025

**Owner:** Greg Familton

## 2.7 Staff leave

Stacey Hayes requested the login for SchoolBridge



### **SchoolBridge Log In for Stacey Hayes**

Log in to SchoolBridge, Stacey Hayes

**Due Date:** 12 Dec 2025

**Owner:** Greg Familton

## 2.8 Chair scan

## 2.9 Action Item List

Due Date	Action Title	Owner(s)
26 May 2025	Signage on Sports Fields Waitaki Avenue <b>Status:</b> In Progress	Darryl Paterson
24 Jun 2025	Rectors Residence <b>Status:</b> In Progress	Darryl Paterson
31 Oct 2025	Confirmation of 50k to fit in 2026 Budget for School Board paid Teaching Staff <b>Status:</b> Completed on 25 Nov 2025	Linda Crossley
7 Nov 2025	Aku to circulate his ideas for the Cultural Sub Committee <b>Status:</b> Completed on 7 Nov 2025	Akuhata Pirere
1 Feb 2026	WDC Submission <b>Status:</b> Not Started	Darryl Paterson

## 3. Other business

### 3.1 Annual Plan & Strategic Plan for 2026

The Annual & Strategic Plans for 2026 were discussed, with Darryl Paterson offering some background to this requirement.

Previous Board's would work on these reports over a weekend, preparing a list of planned priorities, and would then put that out to students, staff and to the community for feedback. These would be presented by way of a community meeting and on social media. It is essential to get wide community engagement to see where the community stand.

Once the initial framework was complete, the next step is coming up with process in the new year, putting together a draft, and then sharing, with a view to finalise by the end of the Term 1, in April.

Darryl suggested that literacy, growth of Don House, Maori engagement and attendance were all good sound strategies.

It was decided to postpone this discussion around the Strategic Plan until the next meeting, with the timeline to be worked up then.

Discussion moved on to the Treaty of Waitangi.

Under the Education and Training Act 2020 (before recent amendments), school boards were legally required to "give effect to Te Tiriti o Waitangi". This obligation was detailed in Section 127(1)(d) and meant boards had to:

- Embed Māori perspectives in governance and planning - Ensure school plans, policies, and local curriculum reflect local tikanga Māori, mātauranga Māori, and te ao Māori (Māori worldview).
- Support Māori language and culture -Take all reasonable steps to make instruction available in te reo Māori and tikanga Māori for students who request it.
- Achieve equitable outcomes for Māori students - Actively work to close achievement gaps and ensure Māori learners succeed at the same level as others.
- Partner with Māori communities - Engage with local iwi, hapū, and whānau in decision-making to uphold the principle of partnership.

School Boards throughout NZ are supporting or opposing this amendment, thus it was up for discussion.

Darryl Paterson proposed circulating some information regarding this to the School Board, and then the discussion could be continued at the next meeting.



### **Circulation of document regarding the Treaty of Waitangi & Schools**

Darryl to circulate relevant information he has received around the proposed Treaty of Waitangi amendments for schools

**Due Date:** 11 Dec 2025  
**Owner:** Darryl Paterson

## **3.2 Public Excluded Business**

### **3.3 Cultural Centre**

Greg Familton presented his thoughts and findings on the Social Centre space, and the desire for some upgrades and improvements.

The desire is to create a Whare Mahana, 'a warm house'.

Heat pumps, curtains, carpet and furniture have been identified.

A previous quote for curtains in the Social Centre came in at 12.6k, with Greg Familton sharing that he had discussed the need for curtains with a number of volunteers who were part of the exam process, and they had shown some interest in helping to make curtains. In light of that, Greg is keen to get fabric samples in, with the aim to have some curtains up by week 7 of Term 1.

Funding options were discussed. Darryl explained the background and status of the Darcy Christopher fund.

Other funding options could be the WBHS Community Association and fundraising.

It was noted that decisions need to be made, with the minimum requirements for the Social Ctr being curtains and carpets. Groups can then add their individual touches, flair and decoration after that.

### **3.4 Hall of Memories Trust**

The Hall of Memories Trust have reached out to the WBHS Presiding Member regarding the stepping down of the existing WBHS representatives in the Trust, being Andrea Ludemann and Graham Hay.

After discussing with the School Board, all members were asked if they were interested in stepping in to this role, with Erik van der Spek and Stacey Hayes volunteering for the positions.



### **WBHS Representatives for the Hall of Memories Trust**

Stacey Hayes and Erik van der Spek have been approved as being the WBHS Board members representing the school on the Hall of Memories Trust.

**Decision Date:** 25 Nov 2025  
**Mover:** Heather Martyn  
**Seconder:** Greg Familton  
**Outcome:** Approved

## 4. Correspondence

### 4.1 Inward and outward



#### Malcolm Wilson Resignation, Maths Teacher

The School Board have received Malcolm Wilson's resignation and have responded to him.

**Decision Date:** 25 Nov 2025  
**Mover:** Stacey Hayes  
**Seconded:** Heather Martyn  
**Outcome:** Approved

## 5. Forward meeting schedule

### 5.1 Forward meeting schedule

The next School Board scheduled meeting is at 5:30pm on Thursday, 11 Dec 2025 for the Senior Leadership Team reports.

The next regular scheduled School Board meeting will resume in January 2026 as the last Tuesday of the month, being Tuesday, 27 January 2026.

It was noted that Stacey Hayes, Presiding Member would be unavailable to attend the January meeting due to other commitments.

### 5.2 Meeting Evaluation

Erik van der Spek presented his meeting evaluation.

He felt that it had been a well chaired meeting with good participation by all School Board members.

Erik appreciated that the reports in the Board Pack were not re-read during the meeting, but were marked as read. The catering was appreciated.

In summary, good conversations were had and it was nice to see how everyone shared ideas around the table.

He was looking forward to working up the Strategic Plans and to looking in to the Treaty of Waitangi amendments.

Eric appreciated that the School Board did not jump too quickly in to making decisions.

## 6. Close Meeting

### 6.1 Close the meeting

**Next meeting:** December School Board Meeting - SLT Reports - 11 Dec 2025, 5:30 pm  
Parent feedback

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

Date: 5/3/2026