

CONFIRMED MINUTES

JANUARY 2026 SCHOOL BOARD MEETING

At the **HOD Meeting** on **17 Feb 2026** these minutes were **confirmed as presented**.

Name:	Waitaki Boys High School
Date:	Tuesday, 27 January 2026
Time:	5:30 pm to 6:30 pm (NZDT)
Location:	Waitaki Boys High School, Waitaki Ave
Board Members:	Darryl Paterson, Erik van der Spek, Greg Familton, Heather Martyn, Quinn Neal
Attendees:	Linda Crossley
Apologies:	Stacey Hayes (Chair), Akuhata Pirere, Megan Innes

1. Opening Meeting

1.1 Welcome

With the Board Chairperson, Stacey Hayes unavailable, Heather Martyn ran the School Board meeting.

Heather welcomed everyone to the meeting at 5:30pm, with a quorum being met with the slightly late arrival of Greg Familton. The meeting was able to proceed.

Apologies were read from Stacey Hayes, Akuhata Pirere and Megan Innes

1.2 Karakia

With Akuhata being absent from tonights meeting, Darryl Paterson came prepared with a Karakia.

Nau te rourou, naku te rourou, ka ora ai te iwi - With your food basket and my food basket the people will thrive.

1.3 Interests Register

1.4 Confirm Minutes

December School Board Meeting - SLT Reports 11 Dec 2025, the minutes were confirmed as presented.



Meeting Minutes from the Nov 2025 meeting and from the Dec 2025 meeting were confirmed as correct

Both the November 2025 and the December 2025 Minutes of previous School Board meetings were confirmed as true and correct, with no alterations.

Decision Date: 27 Jan 2026

Mover: Darryl Paterson
Seconder: Greg Familton
Outcome: Approved

2. Strategic

2.1 Election of Board Chair and Sub Committee structure



Presiding Member - Stacey Hayes

Stacey Hayes was re-elected as the Presiding Member

Decision Date: 27 Jan 2026
Mover: Erik van der Spek
Seconder: Greg Familton
Outcome: Approved



Sub Committee - Finance - Heather Martyn

Heather Martyn was re-elected on the Finance Sub Committee

Decision Date: 27 Jan 2026
Mover: Erik van der Spek
Seconder: Quinn Neal
Outcome: Approved



Sub Committee - Hostel - Akuhata Pirere

Akuhata Pirere was re-elected on the Hostel Sub Committee

Decision Date: 27 Jan 2026
Mover: Darryl Paterson
Seconder: Heather Martyn
Outcome: Approved



Sub Committee - Property - Erik van der Spek

Erik van der Spek was re-elected on the Property Sub Committee

Decision Date: 27 Jan 2026
Mover: Heather Martyn
Seconder: Darryl Paterson
Outcome: Approved



Sub Committee - Cultural - Akuhata Pirere & Quinn Neal

Akuhata Pirere and Quinn Neal were both re-elected on the Cultural Sub Committee

Decision Date: 27 Jan 2026
Mover: Erik van der Spek
Seconder: Greg Familton
Outcome: Approved



Sub Committee - Health & Safety/Policy - Greg Familton

Greg Familton was re-elected on the Healthy & Safety and Policy Sub Committee

Decision Date: 27 Jan 2026
Mover: Heather Martyn

Seconded: Erik van der Spek
Outcome: Approved



Sub Committee - Disciplinary - Megan Innes

Megan Innes was re-elected on the Disciplinary Sub Committee

Decision Date: 27 Jan 2026
Mover: Heather Martyn
Seconded: Quinn Neal
Outcome: Approved

2.2 Strategic Plan 2026

Heather Martyn introduced the discussion to be had around the 2026 Strategic Plan, with questions to be discussed around whether it was fit for purpose, or if changes needed to be made.

Darryl Paterson, Rector explained that the Ministry of Education, under the new government, have decided that schools can continue with their existing Strategic Plan as long as schools are meeting Annual Plan and the NELPS requirements.

The Annual Report has goals and targets outlined in great detail. Darryl explained the level of detail to the School Board.

Every year Darryl goes through statistics, and reports on them, which meets the MOE requirements.

Darryl explained that now the Strategic Plan can be rolled over and added to, highlighting areas to transition to. The Strategic Plan had been presented to teaching staff today, as part of the Teacher Only Day presentations, with staff being asked to provide feedback on the action plan going forward.

Darryl explained that this would also be presented to the Student Council, community and to the School Board for feedback.

After much discussion, the School Board being reassured that WBHS is following MOE's directive, the School Board was happy with the Strategic Plan 2026, and are looking forward to reviewing and providing feedback.



2026 Strategic Plan Feedback

Darryl Paterson will present the 2026 Strategic Plan to the Student Council, Community and School Board for feedback

Due Date: 31 Mar 2026
Owner: Darryl Paterson

3. Sub Committee and Reporting

3.1 Rectors Report

Darryl Paterson, Rector presented the plan for the Teacher Only Days to the School Board so that they could understand what presentations and events were planned over this two day period.

It has been a great start to the year, with old boy, Professor Chris Jackson, Oncologist, providing a very moving and powerful presentation to staff today. The presentation included his thoughts on how his school years provided the impetus for him to move in to the field that he chose, and where he has had such a rewarding career. All staff in attendance were moved by this presentation.

Timetables were presented, and NCEA results were discussed.

Darryl explained to the School Board that if a student was just one standard under achieving NCEA, they are able to re-sit to get themselves over. The Level 3 students had achieved the highest pass rates in the past 6 years, with Level 2 students being slightly up. Level 1 students had not achieved great results. Certificate endorsements are the highest in 5 years.

Discussion followed. Literacy and numeracy was the focus in 2025, and Darryl explained that despite best teaching efforts, there are some students who are many levels behind when they arrive at the school, therefore making it very difficult for them to reach achievement levels. The school have strategies in place to address this.

Darryl shared that it has been a great start to the year, with some fabulous new teaching staff employed, and hopes that we will get to 450 students on our roll.

Hostel numbers were discussed, with Darryl explaining that there is a strong year 9 cohort, and that the same is expected for next year, thereby bringing domestic hostel numbers up.

Darryl suggested a Head of Department presentation meeting to be held by the School Board, with each HOD outlining their plans for 2026. This meeting would be in addition to the regular School Board meeting.

17th of February was agreed, with background research prior to the meeting for the School Board being to review the 2025 HOD meeting, that was held on 18 February 2025, and is in BoardPro for download. Greg Familton also printed out copies for the School Board members in attendance today.



School Board to research 18 Feb 2025 Heads of Department meeting

The School Board is directed to the minutes of the 18 February 2025 meeting to review last years Heads of Department meeting, to familiarise themselves with what to expect at the scheduled 17 February 2026 Heads of Department meeting

Due Date: 16 Feb 2026

Owners: Akuhata Pirere, Erik van der Spek, Heather Martyn, Megan Innes, Quinn Neal, Stacey Hayes

3.2 Don House

With Akuhata marked as absent, and with no Hostel meeting, there was no report presented.

3.3 Cultural

Quinn Neal acknowledged that as he was away through December, that he will arrange a Cultural Sub Committee meeting with Akuhata before the next School Board meeting.

3.4 Finance

Heather Martyn and Stacey Hayes had both held a Finance Sub Committee meeting with Linda Crossley, Business Manager, on Thursday 22 January 2026.

The School Board were advised that the 2025 financials are not yet finalised for the year, with the Year End process being underway. Therefore the December 2025 reports are to be read as draft. Heather explained that the Hostel, School and Hall of Memories Trust financials are consolidated as part of the year end process, with just the one consolidated report being presented for Audit.

Summary of the December 2025 draft reports presented show both the school and hostel coming in under budget.

Discussion followed.

3.5 Property

Erik van der Spek presented the Property report.

Doug Frogley, Property Manager had submitted his report, this was marked as read.

Both Michael Forgie and Doug reviewed the 10 year property plan in the week prior, finding no great issues with it.

It was noted that the Rectory required upgrades need to be discussed for inclusion in the 10 Year Property Plan.

A report had been submitted regarding the bridges on school property, but this was yet to be reviewed by the Property Sub Committee, who would present to the School Board after review.

Erik discussed the request to the School Board for permission to put individual electricity meters on the Virgil Street properties so that tenants would be liable for their own power usage. It was explained that the tenancies in the property more than cover the cost of implementation.



Electricity Metering in Virgil Street

Approval granted for the individual unit electricity meters to be installed in the Virgil Street units.

Decision Date: 27 Jan 2026
Mover: Erik van der Spek
Seconded: Heather Martyn
Outcome: Approved



Letter from School Board to Property Manager

Darryl Paterson requested that the School Board write a letter to Doug Frogley, Property Manager, thanking him for his hard work and efforts in his role. He and his team often went above and beyond to ensure that the school property was tidy, clean and in great condition.

Due Date: 6 Feb 2026
Owner: Heather Martyn

3.6 Policy & H&S

Greg Familton did not present a report as it has been holiday time, and no students are due at the school until late this week.

3.7 Chair Scan



ANZ Credit Card for Ryan Wilson, Director of Boarding

A request for an ANZ credit card to be issued to Ryan Wilson, the new Director of Boarding, with a credit limit of \$2,000 was approved

Decision Date: 27 Jan 2026
Mover: Heather Martyn
Seconded: Darryl Paterson
Outcome: Approved



ANZ Direct Online Authoriser Update

The request to set up Jordan Horrell with the ANZ Direct Online Business Authorising app was approved by the School Board. Jordan will be replacing Aisea Fifita who is no longer at WBHS.

Decision Date: 27 Jan 2026
Mover: Heather Martyn
Seconder: Erik van der Spek
Outcome: Approved

3.8 Action Item List

Due Date	Action Title	Owner(s)
26 May 2025	Signage on Sports Fields Waitaki Avenue Status: In Progress	Darryl Paterson
24 Jun 2025	Rectors Residence Status: In Progress	Darryl Paterson
31 Jan 2026	Set up Google Whiteboard for Strategic Planning Status: Not Started	Darryl Paterson
1 Feb 2026	WDC Submission Status: Not Started	Darryl Paterson

4. Correspondence

4.1 Inward and outward

Sandra Ewing has submitted a resignation letter for her role at WBHS Hostel for 2.5 hours per week day between the hours of 3pm to 5:30pm due to family obligations.



School Board letter of acceptance of Sandra Ewing Resignation

Heather Martyn to write School Board acceptance letter to Sandra Ewing

Due Date: 30 Jan 2026
Owner: Heather Martyn

5. Forward meeting schedule

5.1 Forward meeting schedule

Heads of Department meeting to be scheduled and confirmed.

5.2 Meeting Evaluation

As Meghan Innes was not in attendance, Quinn Neal was asked to provide the meeting evaluation.

Quinn expressed how nice it was to have a quick meeting, due mostly to the holiday period and no students or teaching staff at the school. He also complimented the kitchen staff for the snacks provided.

Good healthy discussion and prompt decisions were made at tonights meeting

6. Close Meeting

6.1 Close the meeting

Next meeting: HOD Meeting - 17 Feb 2026, 5:30 pm

New Actions raised in this meeting

Item	Action Title	Owner(s)
2.2	2026 Strategic Plan Feedback Due Date: 31 Mar 2026	Darryl Paterson
3.1	School Board to research 18 Feb 2025 Heads of Department meeting Due Date: 16 Feb 2026	Akuhata Pirere, Erik van der Spek, Heather Martyn, Megan Innes, Quinn Neal, Stacey Hayes
3.5	Letter from School Board to Property Manager Due Date: 6 Feb 2026	Heather Martyn
4.1	School Board letter of acceptance of Sandra Ewing Resignation Due Date: 30 Jan 2026	Heather Martyn

Signature: _____



Date: _____

5/3/2026