



Shirley Boys' High School

MINUTES OF THE BOARD OF TRUSTEES

Meeting held at 6:15 p.m. on Thursday 24 March 2016 in the Board Room

PRESENT Tony Deavoll (Chairperson), John Laurenson, Gray Crawford,
Steve Garland, Stu McLauchlan, Sarah Clark, Karaitiana Taiuru,
Judah Watkinson, Neil Falconer

IN ATTENDANCE Tim Grocott, Anthea McCully, Rob Wilson-Pyne
Loren Treacy (Minute Secretary)

APOLOGIES Tony Ambrose

Motion: Moved Chairperson
That the apology be accepted.

Carried

1. MINUTES OF THE PREVIOUS MEETING

Email Correspondence from Karaitiana Taiuru

The Chairperson advised that a letter had been received from the Chairperson of Whanau Committee which was dated 25 February but had only just been received. As a result, a meeting has been set up with the Chairperson, Board Chair and the Headmaster on Wednesday 30 March. Karaitiana Taiuru was invited to attend this meeting also.

The Chairperson advised that he has spoken with Lorraine Kerr and a number of colleagues of the Chairpersons' Group of NZSTA and the information received was exactly the same as conveyed to the Board previously. The Board can only recommend to the incoming Board that a particular co-opted position be continued but it is not mandatory on the new Board to accept the recommendation. Another way for a special interest group to attempt to ensure one of their members is on the Board is to stand for one of the 5 positions available. The person nominated does not have to be the parent/caregiver of a current student of the school, but must be nominated by the parent/caregiver of a current student, and have an interest in the school. However, the Board is committed to this position and will make a strong recommendation to the new Board.

Following further discussion on the contents of the email, it was agreed to seek legal opinion from NZSTA on this issue.

Motion: Moved Sarah Clark/Seconded Gray Crawford

That a letter be sent to Karaitiana Taiuru stating that the balance of Board members do not believe that they have continued on a path which is a breach of legislation.

Carried

Karaitiana Taiuru abstained

The following corrections to the previous minutes were noted:

- Resources, Bullet Point 1 should read budgeted **loss of** \$161,240.
- The issue regarding the uniform was referred to management to make a recommendation, not resolve.

Motion: Moved Chairperson

That the minutes of the Board of Trustees' meeting held on 25 February 2016, having been circulated, be approved as a true and correct record of that meeting with the above corrections.

Carried

With 1 abstention (Karaitiana Taiuru)

Matters Arising

Shade Sails

The Headmaster will make contact with the Ministry to see if there are any shade sails that have been disposed of by schools that have closed that may be suitable for use by the school. Following discussion with Phil Dixon, picnic tables can be provided for student use.

2. CORRESPONDENCE

Inwards

- NZSTA – A Parents' Guide to the Role of the Board of Trustees pamphlets
- CES regarding accounting software
- PPTA regarding CTU Worksafe Rep courses (Health and Safety at Work Act 2015)
- NZSTA 27th Annual Conference Pamphlet
- STA News
- PPTA Health and Safety Training 12/13 April
- Chris Hipkins regarding paid parental leave
- Gareth Millar, Year 12 student, re jewellery policy (to be discussed in Student Rep's report)
- Gaynor Hakaria Whanau Steering Committee
- David Hobern regarding building checks following significant earthquakes
- Spartans Sport – additional information for purchase of Gun 6000 machine for basketball

Outwards

- David Hobern regarding building checks following significant earthquakes

Matters Arising from the Correspondence

Board of Trustee Election Timeline

- Nomination forms will be posted to all caregivers by 6 May.
- Nominations close noon 20 May.
- Where required voting papers will be sent out on Wednesday 25 May.
- Voting closes at noon, Friday 3 June.
- Votes counted and candidates advised of results Thursday 9 June.
- Results will be published Friday 10 June.
- New Boards take office on Friday 10 June.

Timeline dates are to be posted on the school website.

Relocation Discussions

Sarah Clark and Gray Crawford expressed an interest in being involved in relocation discussions with the Board of Avonside Girls' High School. These will commence late April/early May.

Significant Earthquake Building Checks

Discussion was held on the response from David Hobern. Should there be a significant earthquake and the Board was in any doubt, the school would be closed. The Chairperson encouraged the Board to look at Ministry of Education and NZSTA websites regarding health and safety. It was noted that there are three buildings in the school which are to be listed on the City

Council's register of buildings damaged by earthquakes. These are the squash courts, gym and the old administration block.

The Board mandated that where a significant event occurs, the Headmaster and members of the Senior Management team need to seek assurances that the buildings are fit to be occupied. The Board also recommend that the Headmaster consult with the Board Chair or Board where possible.

A letter of reply is to be sent to David Hobern indicating that should a significant event occur the Board require a structural engineer to check the safety of school buildings.

Motion: Moved Chairperson

That the inwards correspondence be received and the outwards approved.

Carried

3. HEADMASTER'S REPORT

As per the previously circulated report which was spoken to by the Headmaster.

Student Achievement

The Headmaster advised that there are areas of concern but figures are better than previously expected. There is still work to be done on results.

GMFS

The school is over GMFS.

Uniform

It was confirmed by Sarah Clark that the policy for uniform is that juniors can wear the summer uniform all year round but may choose to wear the winter uniform in Terms 2 and 3. Senior students have the option to wear the winter uniform all year round but may wear the summer uniform in Terms 1 and 4.

The new uniform is compulsory for Year 9 students and the remainder of the school can transition through to 2018.

It was suggested that if a shirt falls below the pants pocket, the shirt should be tucked in and that discussion be held with the Uniform Group to provide wider shirts for larger students. Sizing students during the interview process was also recommended to gauge requirements.

The Headmaster and Deputy Headmaster will consult further and consider the options discussed.

Action: John Laurenson and Rob Wilson-Pyne

4. STAFF TRUSTEE'S REPORT

Sponsorship

Spartans Sport wish to seek clarification from the Board on branding of sponsorship they are seeking from the Bealey Ale House. Legal advice is to be sought from STA. Discussion was held by the Board on the moral high ground of this sponsorship source and the Headmaster stipulated that there can be no reference to alcohol.

Action: Tony Deavoll

5. STUDENT TRUSTEE'S REPORT

- Bells are not proving to be the problem they were.
- Letter from a student requesting the Board consider allowing students to wear a 3mm earring stud. It was his belief that students should be allowed a little more self-expression without breaking the uniform code. Following discussion, the Board was in agreement for the status

quo to remain. A letter advising of the Board's decision is to be sent to the student who is also to be invited to debate this issue with the Headmaster.

- It was noted that there is a need for the Board to discuss a cultural pendant in due course.
- Students would also like to be able to wear their sports hoodies in the school. The Board was in agreement that this would have a detrimental effect on the school uniform should this be allowed. There is a need for coaches to stress to their teams when these hoodies may be worn.

Motion: Moved Chairperson

That the reports be accepted.

Carried

6. COMMITTEE REPORTS

Resources Committee

As per the financial reports previously circulated and spoken to by Stu McLauchlan.

- Finances are sitting in the usual position for the start of the year.
- 20% of income has been received, 14% expended at 17% of the financial year.
- Six iMacs have been purchased by the IT Systems Manager using his personal card as there was not sufficient funds on the school's credit card to cover the cost at the time. Funding for these computers has already been received back from Equico who purchase them off the school and then lease back. Discussion was held by the Board on increasing the limit of the school's credit cards but it was also noted that funds can be transferred to ensure there is sufficient funds to cover purchases.
- Information has been received from IC Frith regarding cybercrime prevention insurance. One quotation has been received and more are forthcoming.

Property

PUBLIC EXCLUDED SESSION

Motion: Moved Chairperson

That the meeting move into Public Excluded Session for reasons of legal and professional privilege and to protect the privacy of natural persons.

Carried

Motion: Moved Chairperson

That the meeting resume in Public Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board.

Carried

While in Public Excluded Session, the Board received a report on matters of current property issues.

Motion: Moved Stu McLauchlan/Seconded Neil Falconer

That the Resources Committee Report be received.

Carried

7. FUNDING APPLICATIONS

An application is proposed to CERT for \$7,604 for the purchase of a Gun 6000 ball machine for Basketball. As this is the exact amount required, it was the Board's recommendation that when applying for funds extra funding should be applied for as the total amount applied for is not always granted.

Motion: Moved Chairperson

That an application be made to CERT for \$7,604 to purchase a Gun 6000 ball machine for Basketball.

Carried

8. GENERAL BUSINESS

BOARD OF TRUSTEES ACTION POINTS

Meeting	Action	By Whom	Date
Meeting 26.4.12 Item 3, page 2	Keep Board updated on Strategic Direction and any information received from Chris Bryant and Coralanne Child	John Laurenson	Ongoing
Meeting 20.12.12 Item 3, page 2	Set shape of Shirley and policy to allow management to work towards its implementation	Board	Ongoing
Meeting 25.2.16 Item 4, page 2	Contact Ministry regarding shade sails disposed of by schools that have closed	John Laurenson	April
Meeting 25.2.16 Item 8, page 4	Recommendation for shirt issue of new uniform	John Laurenson Rob Wilson-Pyne	April
Meeting 24.3.16 Item 4, page 3	Seek legal advice from STA on sponsorship from a group whose branding involves alcohol	Tony Deavoll	April