



Shirley Boys' High School
MINUTES OF THE BOARD OF TRUSTEES
Meeting held at 6:15 p.m. on
Thursday 24 May 2016
in the Board Room

PRESENT Tony Deavoll (Chairperson), John Laurenson, Steve Garland, Sarah Clark,
Neil Falconer, Stu McLauchlan

IN ATTENDANCE Tim Grocott, Anthea McCully, Tony Ambrose

APOLOGIES Gray Crawford, Judah Watkinson, Karaitiana Taiuru, Loren Treacy

Motion: Moved Chairperson

That the apologies be accepted.

Carried

1. MINUTES OF THE PREVIOUS MEETING

Motion: Moved Chairperson

That the minutes of the Board of Trustees' meeting held on 5 May 2016, having been circulated, be approved as a true and correct record of that meeting.

Carried

Matters Arising

The Board was in agreement that the following action points be removed:

- Keeping Board updated on strategic direction.
- Setting the shape of Shirley and policy to allow management to work towards its implementation.
- Personal liability for trustees is still under consideration.
- All other items in the action points have been addressed.

2. CORRESPONDENCE

Inwards

- STA News

Outwards

- New Zealand Racing Board grant application for Basketball
- Yuki Muira regarding proposed Japan tour
- Suzy Lallemand regarding proposed New Caledonia tour

Matters Arising from the Correspondence

Nil.

Motion: Moved Chairperson

That the inwards correspondence be received and the outwards approved.

Carried

3. POLICY

Overseas Travel

A statement that passports must be valid for 6 months prior to departure is to be added to this policy.

Privacy, Timetable, and Child Protection Policies

Motion: Moved Chairperson

That the Privacy, Timetable, and Child Protection Policies be approved.

Carried

Harassment Policy

This is work in progress and will be actioned by the June meeting.

All policies and procedures will be added to the school's website.

An investigation is to be made into the use of SchoolDocs.

Action: John Laurenson

4. HEADMASTER'S APPRECIATION

The Headmaster extended his thanks and gratitude to the Board for their friendship and wisdom over the past 3 years.

It was agreed that the Board would put on a morning tea for staff on Friday 27 May.

An approach is to be made to the Minister of Education to arrange a meeting with the new Board to map out a pathway forward and options available.

Action: John Laurenson

5. HEADMASTER'S REPORT

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

Motion: Moved Chairperson

That the Headmaster's report be accepted.

Carried

6. STAFF TRUSTEE'S REPORT

Nothing to report.

7. STUDENT TRUSTEE'S REPORT

No report.

8. COMMITTEE REPORTS

Resources Committee

As per the financial reports previously circulated.

- On track for accounts to meet the Ministry of Education deadline.
- The Executive Officer has looked into expenditure and there is nothing out of the ordinary.
- Some budget lines have large amounts that have been spent but this is within normal practice and procedure.
- An investigation is to be made into the Consortia's reaction to the school's growing programme. This requirement is to be added to the outlines to be sent to the Ministry/Consortia.

- A student sustained an injury on Work Day. All issues have been dealt with. There was also a near miss incident which involved a member of the public as a result of a hole on site which had not been covered over.
- Structural engineers will look at F Block next week. This has been initiated by the Ministry of Education and results will be reported at the next meeting.
- Up to \$70,000, tagged for General Reserve, is to be diverted to International and Publicity as a budget amendment.

Motion: Moved Chairperson

That the financial report be accepted.

Carried

9. FUNDING APPLICATIONS

There have been no funding applications.

10. GENERAL BUSINESS

Strategic Plan

Refer to Headmaster's report.

11. NEXT MEETING

Resources Committee 4:30 p.m. Tuesday, 23 June 2016

Board of Trustees 5:45 p.m. Tuesday, 23 June 2016

There being no further business the meeting closed at 8:15 p.m.

APPROVED 23 June 2016
Chairperson

**BOARD OF TRUSTEES
ACTION POINTS**

Meeting	Action	By Whom	Date
Meeting 5.5.16 Item 9, page 5	Contact NZSTA and IC Frith for advice on personal liability for trustees	Tony Deavoll Anthea McCully	Ongoing
Meeting 24.5.16 Item 3, page2	Investigation into use of SchoolDocs	John Laurenson	June
Meeting 24.5.16 Item 4, page 2	Arrange meeting between the new Board and Minister of Education	John Laurenson	June