



Shirley Boys' High School

MINUTES OF THE BOARD OF TRUSTEES

Meeting held at 6:15 p.m. on Thursday 22 September 2016 in the Board Room

PRESENT Tony Deavoll (Chairperson), John Laurenson, Steve Garland, Sarah Clark,
Neil Falconer, Andrew Hood, Judah Watkinson, Karaitiana Taiuru

IN ATTENDANCE Tim Grocott, Anthea McCully, Tony Ambrose
Jamyn Keats, Phil Dixon, Qeyloux Hakaria
Loren Treacy (Minute Secretary)

APOLOGIES Rob Wilson-Pyne, Caine Tauwhare

Motion: Moved Chairperson

That the apologies be accepted.

Carried

1. PRESENTATION

A presentation on the IBSC 2016 International Boys School Coalition held in Vancouver, Canada, was given by Jamyn Keats, Phil Dixon and Qeyloux Hakaria.

Qeyloux thanked the Board for the privilege and honour of representing his school at this forum. Each student was required to have a focus prior to attending and his was on how to improve life for young Maori; those who are lost, those who are struggling or things are not good at home. He is achieving this through the creation of the Rangitahi group, the first task of which will be the tutoring of a group of 6 boys.

PETITION FOR WEARING OF THE MAORI TAONGA

Qeyloux presented the Board with a petition from the student body for Maori students to be allowed to wear their taonga outside of the uniform as a representation of who they are.

Jamyn Keats, Phil Dixon and Qeyloux Hakaria were thanked for their presentation and left the meeting.

2. MINUTES OF THE PREVIOUS MEETING

Motion: Moved Chairperson

That the minutes of the Board of Trustees' meeting held on 25 August 2016, having been circulated, be approved as a true and correct record of that meeting with the correction of item 7, page 3, regarding the Consortia to be changed to a Government decision, not a Board decision. **Carried**

Matters Arising from the Minutes

IT

The following have been identified by the IT Manager for the benefit of the Board.

- Firewall has the ability to detect attacks and filters spam.
- Network design which allows for BYOD network isolation.
- Anti-virus is run constantly.
- The network is backed up daily.

The Board was in agreement that:

- There is a need for passwords to be updated more frequently.
- Back up servers should be held off site.
- The IT Manager be asked how the Ministry of Education recommendations could be implemented at Shirley Boys' High School and the cost involved.

Action: Tim Grocott

3. CORRESPONDENCE

Inwards

- STA News
- NZSTA Professional Development
- PPTA/NZEI – Education Sector Funding Changes: Paid Union Meetings of NZEI and PPTA members
- Staff request for leave of absence

Outwards

Nil

Matters Arising from the Correspondence

PUBLIC EXCLUDED SESSION

Motion: Moved Sarah Clark/Seconded Tony Deavoll

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**

Whilst in Public Excluded Session, the Board discussed a staff member's request for leave without pay.

Motion: Moved Chairperson

That the inwards correspondence be received and the outwards approved. **Carried**

4. HEADMASTER'S REPORT

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

North-east Community of Learners

This is to be discussed at the Board Planning meeting to be held on Saturday 19 November.

Employer Responsibility

The following appointments have recently been made and resignations received:

- Whitney Veatupu for Mathematics
- Roger Miller and Eric Person for Physical Education
- Alice Mitchell for English
- The possibility of employing Chris Humphries part-time for 2017 is also being investigated
- Derek Hay – resignation
- Mike Cavanagh – resignation

Maori Cultural Taonga

The Board considered the student body petition for the wearing of the taonga.

Motion: Moved Neil Falconer/Seconded Sarah Clark

By unanimous agreement, the wearing of the taonga outside of the school uniform is approved with the addendum that that taonga not be worn where there is a concern regarding health and safety.

Carried

The Headmaster will liaise with Te Rau Winterburn and students on how the taonga is to be identified and request recommendations for health and safety.

Action: John Laurenson

5. STAFF TRUSTEE'S REPORT

Sportsman of the Year Dinner

Congratulations were extended to Steve Garland on the Sportsman of the Year dinner. There was excellent parent representation at the dinner.

Winners of awards were:

- Individual – Cruz Topai Aveai
- Junior – Josh Archer
- Team – A Volleyball
- Mullins Trophy Winner – A Volleyball team

6. STUDENT TRUSTEE'S REPORT

BOT Election

The process has commenced for the next BOT student trustee election. Students gave their presentations to the student body on Wednesday 21 September. Voting has commenced and closes at 2 p.m. on Friday 23 September.

Increasing Number of Filipino Students

Judah Watkinson noted the increasing number of Filipino students, stating he would like this growing group to be embraced into Shirley. A good opportunity for this to occur will be during Cultural Week.

The Associate Headmaster noted Judah's growth within the school and the strengths he has displayed in the roles he has undertaken. The Board also acknowledged the fine work undertaken by Judah in his role as student trustee.

Motion: Moved Chairperson

The Board co-opt Judah Watkinson onto the Board of Trustees for the balance of the 2016 year.

Carried

7. COMMITTEE REPORTS

Resources

- Finances are on track for this time of the year.
- The Auditor has been informed of the Board's decision regarding use of the French donation funds.
- A grant of \$3,000 has been received from Youth Town for Football and Cricket.
- The Resources Committee was in agreement for expenditure to cease from 14 October 2016.

Westpac Bank Account

Permission was also sought to set up two additional accounts on the existing Westpac account. One would be used for automatic payments associated with co-curricular activities in the school and the other to be used for automatic payments associated with overseas trips.

The request stems from contributions to course costs being voluntary. Parents set up one automatic payment and generally do not determine where the payment is to be allocated. As co-curricular activity fees are debts, payments are allocated to that area first. Having two separate accounts will mean parents have to decide where the payment is to be apportioned. Having a separate account for overseas trips will streamline their payments and minimise the risk of having tour payments apportioned to curriculum or co-curricular.

It was agreed that a decision be held over to allow for further investigation to be made into payments via the Parent Portal. This will be discussed further at the next meeting.

Action: Anthea McCully

Health and Safety

Last month a staff member slipped on steps at the back of V Block. Matting has been placed on the step to minimise this risk.

Property – QEII Site

The interactive tender process is continuing and a meeting is held each Friday to debrief. The 3 consortia are currently planning where buildings will be placed on site.

The Ministry of Education has recently advised that there is no need for an ECE to be placed on site as there are already a number of early childhood centres in the area.

It was also noted that the land sale has still not been completed with some legal issues still being worked through. The Council has requested that a walkway be retained which will cut through an area of the schools. There is also an issue with a road which will result in loss of part of the area. The Ministry of Education is challenging this which the Council has been responsive to. The memorial trees on the playing field are still an issue but the Council has said they would provide some playing fields outside of the school site with a long term lease.

Motion: Moved Chairperson

That the reports be accepted.

Carried

8. GENERAL BUSINESS

Meetings Dates

The Board were in agreement to the following meeting dates:

- Wednesday 26 October
- Planning meeting Saturday 19 November
- Thursday 24 November
- Thursday 15 December

Tony Ambrose, Anthea McCully and Karaitiana Taiuru left the meeting at 8:07 p.m.

9. 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

Whilst in Public Excluded Session, the Board discussed the Principal's appraisal process.

16. NEXT MEETING

Resources Committee	4:30 p.m. Wednesday 26 October 2016
Board of Trustees	5:45 p.m. Wednesday, 26 October 2016

There being no further business the meeting closed at 8:09 p.m.

APPROVED 26 October 2016
Chairperson

BOARD OF TRUSTEES ACTION POINTS

Meeting	Action	By Whom	Date
Meeting 24.5.16 Item 4, page 2	Arrange meeting between the new Board and Minister of Education	John Laurenson	Ongoing
Meeting 23.6.16 Item 7, page 3	Review of lunchbreaks	John Laurenson	Ongoing
Meeting 23.6.16 Item 8, page 4	Investigate criteria for those attending overseas trips	John Laurenson	Ongoing
Meeting 28.7.16 Item 1, page 2	Request IT staff to action recommendations from the MOE and progress reported back to the Board	Tim Grocott	Ongoing
Meeting 22.9.16 Item 4, page 3	Liaise with Te Rau Winterburn and students on how the taonga is to be identified and request recommendations for health and safety.	John Laurenson	October
Meeting 22.9.16 Item 7, page 4	Further investigation into financial payments via the Parent Portal	Anthea McCully	October