



Shirley Boys' High School
MINUTES OF THE BOARD OF TRUSTEES
Meeting held at 5:10 p.m. on
Tuesday 12 December 2017
in H11

PRESENT	Tony Deavoll (Chairperson), John Laurenson, Neil Falconer, Andrew Hood, Karaitiana Taiuru
IN ATTENDANCE	Tim Grocott, Anthea McCully, Tony Ambrose Loren Treacy (Minute Secretary)
APOLOGIES	Miguel Clayton-Jones, Steve Garland, Caine Tauwhare, Rob Wilson-Pyne, Sarah Clark
NON-ATTENDANCE	Valenitino Punivai

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 23 November 2017, having been circulated, be approved as a true and correct record of that meeting.

Carried

Matters Arising from the Minutes

Alarm System

It is anticipated issues with the new alarm system will be resolved within the next few days. Progress was delayed owing to not wishing to cause any disturbance during NCEA examinations.

2. CORRESPONDENCE

Inwards

- STA News
- Leanne Russ – Term 4 International Report
- Merryn Herlihy – EOTC Event Register 2017

Outwards

- Rata Funding application
- Murray Robinson acknowledging receipt of information on Classical Studies tour

Matters Arising

The EOTC report for 2017 was tabled at the meeting.

Motion: Moved Chairperson

That the inwards correspondence be received and the outward approved.

Carried

3. HEADMASTER'S REPORT

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

Self-Review

Self-Review is occurring. Policies up for review this term are Privacy, Salary Units/Management Allowances, and Classroom Release Time/Timetable.

Employer Responsibility

Further to the Headmaster's previously circulated report, Jane Forster has been appointed as his Personal Assistant and Teagan Westwood has been appointed to a Mathematics role. Staffing is completed as much as it can be for this year.

Student Matters

It was noted that Jeremy Wright (not White as reported) is representing New Zealand in the Young Ambassadors 'Following Family Footsteps' trip to France in in July 2018.

Enrolment Zone

The Chairperson outlined the meeting held recently regarding the enrolment zone. The Ministry of Education is currently considering the information presented by the schools. There has been no response as yet.

Motion: Moved Chairperson

That the Headmaster's report be accepted.

Carried

4. STAFF TRUSTEE'S REPORT

No report.

5. STUDENT TRUSTEE'S REPORT

No report.

6. COMMITTEE REPORTS

Resources

- The school continues to be in a strong financial position.

Motion: Moved Neil Falconer/Seconded Tony Deavoll

That the financial report for the month of November be accepted.

Carried

Funding Report

The application to Pub Charity for cricket equipment was successful with funding of \$4,716.87 (net) being received.

PTA

No report.

Whanau Group

No report.

7. GENERAL BUSINESS

Delegation of Authority

It was noted by the Auditor that Delegation of Authority had not been undertaken by the Board.

Motion: Moved Chairperson

The Board has had drawn to its attention that it did not implement the appropriate delegated authorities to the Headmaster and other senior management staff of the school following the Board elections in 2016. The Board now wishes to retrospectively put this in place from the 2016 election.

Carried

8. 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. Subjects to be discussed are a human resource issue and the Headmaster's appraisal.

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

9. NEXT MEETING

Resources Committee	4:30 p.m. Thursday 22 February 2018
Board of Trustees	6:15 p.m. Thursday 22 February 2018

There being no further business the meeting closed at 6:10 p.m.

APPROVED 22 February 2018
Chairperson

**BOARD OF TRUSTEES
ACTION POINTS**

Meeting	Action	By Whom	Date
Meeting 26.10.17 Item 5, page 3	Discussion on process for change of uniform (wearing of hoodies)	John Laurenson Valenitino Punivai	November
Meeting 26.10.17 Item 5, page 3	Discussion on process for requesting a sporting uniform	Steve Garland Valenitino Punivai	November