



**Shirley Boys' High School**  
**MINUTES OF THE BOARD OF TRUSTEES**  
**Meeting held at 6:15 p.m. on**  
**Thursday 29 June 2017**  
**in the Board Room**

**PRESENT** Tony Deavoll (Chairperson), Steve Garland, Sarah Clark,  
Miguel Clayton-Jones, Andrew Hood, John Laurensen,  
Neil Falconer, Karaitiana Taiuru, Caine Tauwhare

**IN ATTENDANCE** Anthea McCully, Tim Grocott  
Loren Treacy (Minute Secretary)

**APOLOGIES** Rob Wilson-Pyne, Tony Ambrose  
  
Steve Garland and Karaitiana Taiuru (for lateness)

**NON-ATTENDANCE** Nil

**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 1 June 2017, having been circulated, be approved as a true and correct record of that meeting.*

**Carried**

**Matters Arising from the Minutes**

- A zoning meeting was held on Wednesday 28 June reporting on Round 2 of the consultation being undertaken by KPMG. The Associate Headmaster reported that the work they are doing is very worthwhile and it will be interesting to see how the process evolves. A feedback session is to be held in September.
- A meeting is scheduled to be held with the Ministry of Education on Friday 7 July to discuss the zones for the re-siting of Avonside Girls' High School and Shirley Boys' High School.
- The provider of a system that may resolve issues of the fire alarm not being heard by classes bordering the Shirley Intermediate fields will be in Christchurch in July. A date is to be arranged for a proposal to be obtained.
- It is believed there is a good basis to making a recommendation to the Board for the introduction of a lavalava as part of the school uniform. Discussion is to be held with the Uniform Group regarding their ability to obtain a colour that matches with the current uniform.
- The Chairperson has met with the Board Chairs from other schools to look at the processes and specification for appointing a leader for the Community of Learning. As the Headmaster has expressed an interest in the leadership position, Shirley Boys' High School was disenfranchised from that process. Discussion on the student body being part of the Community of Learning is being taken on to the bodies beyond this group.

Steve Garland arrived at the meeting at 6:25 p.m.

## 2. CORRESPONDENCE

### Inwards

- Steve Garland – overseas trip update
- Year 13 Food Studies students regarding Canteen Food
- Leanne Russ regarding Thailand and Vietnam marketing trip
- STA News
- John Thurston – application for leave

### Outwards

- Merryn Herlihy regarding proposed World Challenge or Antipodeans trip

### Matters Arising from the Correspondence

Nil

### 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.

### General

Things are on track for the building of the new school. The site has received a blessing and it is expected that the first sod of ground will be turned over on 25 June.

### Administration and Compliance

Almost at confirmation point for SchoolDocs. Senior staff will report to the Headmaster by the end of Term 2.

### Student Issues

- NCEA credit information was provided by the Headmaster.
- The mid-winter swim went very well with the flyover by the Spitfires being a highlight.
- The Headmaster reported on a fight at an Under 16B Rugby game vs St Bede's College. The incident has been dealt with and some boys have been stood down from playing and have been spoken to by the Headmaster. A parent who assaulted the referee is to go before a judiciary panel at the CRFU.

### Cybercrime

Changing of staff passwords is to be followed up as this may be a provision of the insurance provided by the Ministry of Education.

**Action: Tim Grocott**

## 4. STAFF TRUSTEE'S REPORT

### Application for Leave

An application for 1 year's leave without pay in 2018 was received from John Thurston.

### Motion: Moved Steve Garland/Seconded Sarah Clark

*That the Board approve John Thurston's application for one year's leave without pay in 2018.*

**Carried**

### **Proposed World Challenge Trip**

A request has been received from Merryn Herlihy that the group undertaking this trip use the World Challenge insurance policy instead of the school policy. The Executive Officer has spoken with the school's broker who believes the World Challenge policy is a very comprehensive one but would like to look into it in more detail if time permits.

Karaitiana Taiuru arrived at the meeting at 6:43 p.m.

The Board requested that a third party investigate in more detail World Challenge's policy and also look into third party insurance and cover prior to departure.

### **Motion: Moved Steve Garland/Seconded Neil Falconer**

*The Board approves the request to use World Challenge insurance and not the Shirley Boys' High School insurance provided it is comparable, if not better than, the Shirley Boys' High School policy and a report to that effect comes back to the July meeting.* **Carried**

**Action: Anthea McCully and Steve Garland**

## **5. STUDENT TRUSTEE'S REPORT**

Miguel Clayton-Jones reported on what had been occurring at the school over the previous month with the mid-winter swim being a big success and the flyover by the Spitfire aeroplanes a highlight. The Student Council's focus is on bullying at the moment.

## **6. COMMITTEE REPORTS**

### **Resources**

#### **Cybercrime**

The Resources Committee discussed cybercrime and expressed concern that staff password change has not been undertaken. This is being followed up by the Associate Headmaster.

#### **2017 Budget**

The 2017 budget was spoken to by the Executive Officer who noted that it was slightly better than predicted.

- Management is committed to \$125,000 out of tagged funds for provision of a turf at the new school.
- Funds can be accommodated within the co-curricular tagged funds.
- Discussion was held around the operating deficit and how the school cannot continue with ongoing deficit budgets. Information will be provided for the past 10 years.

#### **Action: Anthea McCully**

- The Argentinian Rugby trip is showing an outstanding balance on MUSAC of \$123. A total of \$1,900 is showing on student accounts but payment is still being received.
- A recommendation has been received from Solutions and Services to write-off the balance of the Australian Rugby trip of \$6,279.

### **Motion: Moved Neil Falconer/Seconded Steve Garland**

*As per the recommendation from Solutions and Services and the Resources Committee, the Board approve that the amount of \$6,279 owing for the Australian Rugby trip be written off.* **Carried**

### **Motion: Moved Neil Falconer/Seconded Sarah Clark**

*That the financial report for the month of May be accepted and the final draft of the 2017 budget be accepted as the final budget for 2017.* **Carried**

**7. WHANU GROUP**

Caine Tauwhare reported that good feedback has been received from the recent cultural evening and there are good number in the Kapa Haka group.

**Motion: Moved Chairperson**

*That the reports be accepted.*

**Carried**

**8. FUNDING APPLICATIONS**

None to report.

Anthea McCully left the meeting at 7:15 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. Subjects to be discussed were employment and student matters and approval of previous minutes.*

**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**

**10. NEXT MEETINGS**

Resources Committee	4:30 p.m. Thursday 27 July 2017
Board of Trustees	5:30 p.m. Thursday 27 July 2017

There being no further business the meeting closed at 7:42 p.m.

APPROVED ..... 27 July 2017  
Chairperson

**BOARD OF TRUSTEES  
ACTION POINTS**

Meeting	Action	By Whom	Date
Meeting 23.6.16 Item 8, page 4	Investigate criteria for those attending overseas trips	John Laurenson	Ongoing
Meeting 22.9.16 Item 7, page 4	Further investigation into financial payments via the Parent Portal	Anthea McCully	Ongoing
Meeting 15.12.16 Item 6, page 3	Discussion on financial limit for placement of orders by staff members	John Laurenson Anthea McCully	February
Meeting 23.2.17 Item 7, page 3	Resolution for tie for the first teams	Management team	May
Meeting 4.5.17 Item 2, page 2	Discussion on introduction of lavalava as part of the school uniform.	Rob Wilson-Pyne Sarah Clark	Ongoing
Meeting 1.6.17 Item 7, page 7	Provide information on product which may be of use for the school alarm system.	Andrew Hood	Ongoing
Meeting 29.6.17 Item 3, page 2	Follow up on change of staff passwords	Tim Grocott	July
Meeting 29.6.17 Item 4, page 3	Further investigation into insurance cover for World Challenge trip	Anthea McCully Steve Garland	July
Meeting 29.6.17 Item 6, page 3	Provide budget information for the past 10 years	Anthea McCully	July