



Shirley Boys' High School

MINUTES OF THE BOARD OF TRUSTEES

Meeting held at 6:15 p.m. on
Thursday 31 May 2018
in H11

PRESENT Tony Deavoll (Chairperson), Neil Falconer, John Laurenson, Andrew Hood, Valentin Punivai, Steve Garland, Sarah Clark, Karaitiana Taiuru, Caine Tauwhare

IN ATTENDANCE John Pirker
Anthea McCully, Tim Grocott, Tony Ambrose
Loren Treacy (Minute Secretary)

APOLOGIES Rob Wilson-Pyne

NON-ATTENDANCE Nil

Motion: Moved Chairperson
That the apology be accepted.

Carried

1. MINUTES OF THE PREVIOUS MEETING

Motion: Moved Chairperson

That the Minutes of the Board of Trustees' meeting held on 3 May 2018, having been circulated, be approved as a true and correct record of that meeting.

Carried

Matters Arising from the Minutes

Board Attendance and Payment Dues

The Chairperson spoke on the historical method of payment of Board attendance fees. The Board discussed payment and the number of extra meetings attended by many of the Trustees.

The Chairperson further elaborated that under the Act if a Trustee misses three meetings they are no longer a member of the Board. Trustees intending to be away for a period of time can seek approval from the Board.

This information is to be summarised, with responsibilities of Board members outlined, and will be emailed to the Board.

Action: Tony Deavoll

John Pirker arrived at the meeting at 6:30 p.m.

Formal

Any further responses to the attendance by Board members at the Formal should be notified to Tony Ambrose.

2. CORRESPONDENCE

Inwards

- PPTA regarding Paid Union Meeting

- Jeremy Wright inviting Board to Senior Formal
- Maria Lemalie invitation to Community Evening
- Sue Nesbit regarding proposed trip to New York and Washington July 2019
- CES – nomination form for CES Board of Directors
- Sue Nesbit – international report and student fees for 2019
- STA News
- Andrew Hood regarding conflict of interest
- Lawrence Allpress regarding sale of Kokiri Lodge, EOTC centre

Outwards

- Scott Davidson confirming approval of leave without pay
- Tony Deavoll reply to Andrew Hood regarding conflict of interest
- Lawrence Allpress refusing opportunity to purchase Kokiri Lodge

Matters Arising

Kokiri Lodge

The option to purchase the EOTC Centre, Kokiri Lodge, from Riccarton High School has been declined.

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 John Laursen.

General

- There has been no response from the Ministry of Education regarding the proposed zone as yet. The school is operating on the current zone at this point in time.
- ERO is due.
- A "Readiness Survey" is to be undertaken to ascertain if the school is ready to shift.

Property

- Discussion is ongoing with the City Council to ascertain if the school can purchase extra space for storage which will be an issue in the new school.
- The Headmaster is going to visit the new Wakatipu school to look at the building they have purpose built for storage as there was not enough space provided by the Ministry.

Health and Safety

- 165 people have been treated in the Sick Bay over the last month, consisting of 159 students and 6 staff members. Four required further medical treatment.

Personnel

- The Headmaster outlined processes and assistance put in place with the current absence of the teacher of Te Reo. Concern was raised by Karaitiana Taiuru that the relationship with Tuahuriri was not consolidated in this process and undertook to assist in this process.
- Consultation will be undertaken with students, whanau, and Ngai Tuahuriri once details are able to be released.

Student Matters

- The Chairperson reported that the Community Evening was very positive and well attended.

Motion: Moved Chairperson

That the Headmaster's report be accepted.

Carried

4. STAFF TRUSTEE'S REPORT

Proposed Commerce Trip to the United States

Motion: Moved Steve Garland/Seconded Sarah Clark

That the Board approve, in principle, the proposal to visit the United States in July 2019 and request an update by the end of Term 3.

Carried

John Thurston

John Thurston extends his thanks to the Board for the approval of his leave. He is having a wonderful time and confirms that he will be returning in 2019.

International Fees

Motion: Moved John Laurenson/Seconded Sarah Clark

That the proposed International Student Fees for 2019 be accepted and reviewed in a year's time.

Carried

5. STUDENT TRUSTEE'S REPORT

- A whanau meeting was held to launch the ie faitaga. Senior management will discuss the inclusion of roman sandals as part of the uniform.
- A Biology trip has been undertaken.
- A lunch was held with Avonside Girls' High School to aid in building a bond between the two schools.
- The school had two winners in the SpacPac speech competition. Cooper Gibb-Faumuina received 1st place in Junior English and Hilton Kairua 1st place in Cook Island Maori.

Motion: Moved Chairperson

That the reports be accepted.

Carried

6. COMMITTEE REPORTS

Resources

- Sale of the property at 33 Averill Street has been finalised at \$425,000. Legal fees of approximately \$1,500 have been offset by rental received on the property. Payment received for the property will go into uncommitted funds and will not be committed to a project at the moment. Thanks were extended to the Executive Officer for all the work she has put into settling this matter.
- The 2017 financial statements have been forwarded to the Ministry of Education.
- Thanks were once again extended to the Executive Officer for the very clean audit received for the 2017 accounts.

Motion: Moved Neil Falconer/Seconded John Laurenson

That the financial report from Solutions and Services for the month of April be accepted.

Carried

PTA

- \$15,000 has been allocated to scholarships for this year.
- A meeting is to be held next week to consider applications for this term.
- A major fundraiser through the Naked Baker is planned.
- Entertainment Books are on sale but this is low key.

Whanau Group

- A whanau meeting was held on Wednesday 30 May, with 30+ people attending.
- Concerns raised by parents at the meeting were outlined to the Board.
- John Pirker was invited to speak on behalf of the Whanau Committee and offered various aspects of support available from the University of Canterbury. The Associate Headmaster will liaise with John Pirker.

Action: Tim Grocott

Funding Applications

- No applications have been made.
- The application to the Rata Foundation was unsuccessful and other sources are now being investigated.

7. GENERAL BUSINESS

Transport Issues at New School Site

A meeting has been held this week with the City Council regarding transport. A letter from the Board is required requesting a reduction in speed around the school for a 35 minute period at each end of the school day. This will initially only be for Travis Road and will be reassessed if found it is required at Bower Avenue. There is also potential for the speed limit needing to be reduced on Frosts Road.

The Council has already been notified that there is a requirement for a signalised crossing outside the school. This will require both schools making a submission to the Community Board. The Associate Headmaster advised that he was prepared to put forward this submission.

Motion: Moved Sarah Clark/Seconded Tony Deavoll

The Board write to the Community Board identifying the large roundabout on Travis/Frosts Roads being of major concern and the need for a signalised crossing. **Carried**

Leave of Absence

Motion: Moved Chairperson

That the Board approve for Sarah Clark to take a leave of absence for the July meeting. **Carried**

Tony Ambrose, Anthea McCully, and John Pirker left the meeting at 7:45 p.m.

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 were confirmation of minutes and a staff issue. **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 21 June 2018
Board of Trustees	6:15 p.m. Thursday 21 June 2018

There being no further business the meeting closed at 8:40 p.m.

APPROVED **21 June 2018**
Chairperson

**BOARD OF TRUSTEES
ACTION POINTS**

Meeting	Action	By Whom	Date
Meeting 31.5.18 Item 1, page 1	Summary of Board member responsibilities	Tony Deavoll	June
Meeting 31.5.18 Item 6, page 4	Liaise with John Pirker regarding support available from UC for Te Reo	Tim Grocott	June