

CONFIRMED MINUTES

BOARD OF TRUSTEES MEETING - AUGUST 2020



At the **Board of Trustees Meeting - September** on **24 Sep 2020** these minutes were confirmed as presented.

Name:	Shirley Boys' High School
Date:	Thursday, 27 August 2020
Time:	5:30 pm to 8:23 pm
Location:	Library Seminar Room, 209 Travis Road
Board Members:	Tony Deavoll (Chair), Brendan Jackman, Douglas Boniface, Cole O'Reilly, Sam Henry, Teresa Wooding, Tim Grocott
Attendees:	Cheryl English, Jane Forster, Rob Wilson-Pyne
Apologies:	Iaeon Cranwell

1. Opening Meeting

1.1 Opening Karakia

Tim acknowledged the sentencing of the Mosque shooter today and that it has had a profound effect on our community and city. Today will provide some closure for some but it will have an effect on families for many years to come both physically and emotionally.

Karakia was lead by Tim Grocott:

Tukua te wairua

Tukua te wairua

Kia rere ki ngā taumata

Hai ārahi i ā tātou mahi

Me tā tātou whai i ngā tikanga a rātou mā

Kia mau, kia ita

Kia kore ai e ngaro

Kia pupuri, kia whakamaua

Kia tina! TINA!

Haumī e, Hui e

TĀIKI E!

1.2 Apologies



Adoption of apology - laean Cranwell

That the Board of Trustees acknowledge and accept the apology of laean Cranwell for the August meeting.

Decision Date: 27 Aug 2020
Mover: Tony Deavoll
Outcome: Approved

1.3 Action Item List

Due Date	Action Title	Owner
27 Aug 2020	Security - Health & Safety Concerns Status: Completed on 24 Sep 2020	Tim Grocott
27 Aug 2020	Communication to the staff and community regarding the grassed sports fields Status: Completed on 2 Sep 2020	Tim Grocott
27 Aug 2020	Harrison Tew Meeting with Board of Trustees Status: Completed on 2 Sep 2020	Tim Grocott
24 Sep 2020	Waste Management Policy referred to Policy Review Committee Status: In Progress	Tim Grocott
26 Nov 2020	Waste Management Policy Status: Completed on 27 Aug 2020	Tim Grocott
28 Jan 2021	Community Tie Status: In Progress	Tim Grocott
22 Apr 2021	Consultation with the community - April 2021 Status: In Progress	Tim Grocott
22 Jul 2021	Policy Review - School Trips Status: Not Started	Tony Deavoll

1.4 Interests Register

1.5 Confirm Minutes

Board of Trustees Meeting - July 23 Jul 2020, the minutes were confirmed as presented.



Adoption of minutes from the Board of Trustees meeting held 23 July 2020

That the minutes of the Board of Trustees meeting held 23 July 2020, having been circulated, be approved as a true and correct record of that meeting.

Decision Date: 27 Aug 2020
Mover: Tony Deavoll
Outcome: Approved

1.6 Notification of General Business

1.7 Correspondence

Tony acknowledged the Ministry of Educations Covid-19 updates and bulletins.

Tony also acknowledged the resignation letter of Mr Garland, he has been with the school for 42 years, which is a great service to our school and community.



Adoption of staff resignation

That the Board of Trustees accept the resignation of Mr Garland and write to him acknowledging his resignation.

Decision Date: 27 Aug 2020

Mover: Tony Deavoll

Outcome: Approved



Adoption of the August correspondence

That the Board of Trustees received the inward and approving the outward.

Decision Date: 27 Aug 2020

Mover: Tony Deavoll

Outcome: Approved

2. Management Reports

2.1 Headmaster's Report

Tim Grocott read to his report as previously circulated.

Key points below:

School Update

- It has been quiet on the school front. Due to Covid-19 earlier in the year, a number of the usual school events have been curtailed.
- We are continuing to do a few things around the school such as, we are running the House competitions, we have had touch, debating and futsal this week.
- School sport is ongoing to a point, next week is tournament week. We have hockey still able to go on tournament but unfortunately a lot of the other sports are not, this is all around how these sports can be managed.
- We had the mid term break last week which was very well received from both staff and students.

Student Achievement

- Things are tracking well but there is plenty of room for improvement, we do have an exam week coming up where people will complete internal assessments or practice assessments for the student externals.

Student Attendance

- Our attendance is looking really good, currently tracking at over 90% which is a good result.

Winter Sport

- Winter sport is going well. The top sports teams, particularly Basketball and Rugby generate a considerable following and the 'Spartan Army' are a constant theme.
- Jamyn Keats, Sports Director has done a really good job and a huge amount of work in developing supporters gear. There are hoodies, vest, beanies and sock and the boys are wearing them when supporting.

Social Action Groups

- We have had a group of Year 13s lead social action in and around the school recently. These students spoke at assembly about men's health with a focus on wellness, choosing to focus on a spiritual framework. This could be getting out in the open, being around plants, or faith/religious based approach.

- Another group focused on management of the carpark at the old school of gymnastics where a number of boys park their vehicles. They were concerned about litter, inconsiderate driving and people parking on the grass. The boys spoke in assembly and put a post on our website and sent a letter to all Year 12 and 13 students.
- It was good to see them getting involved in projects which engage them.

Student Achievement

- We had success with the EPro 8 Challenge, these are some of the top boys in Years 9 and 10. Two of the teams that went along had some success, being first and third.
- We had success at Rockquest 2020 with Ricochet who won the APRA Award for best original lyrics. This band is made up of Shirley Boys' High School and Avonside Girls' High School students.
- The Shirley Boys' High School Jazz Band won Silver at Jazz Quest 2020.

School Formal

- The 2020 Formal was held on Saturday 8th August at Addington Raceway. As usual it was a great event with a huge turnout and was well organised by our Deputy Principal (Relationships) Maria Lemalie. We had 400 young people and 20 staff attend and everyone had a wonderful evening.

Staff News

- Damien Brady, Workshop Technician has resigned and finished on the 19th August. The position has been advertised and we are looking to appointment soon.
- Irene Williamson, Assistant Head of Mathematics has resigned and will finish at the end of year. Irene has been at Shirley Boys' High School since 2010 and has been a good Assistant HOD and is very good at working behind the scenes. Irene is also heavily involved in Akido and more recently Table Tennis.
- Steve Garland, Head of History and Social Studies has resigned and will finish at the end of year. Steve has been at Shirley Boys' High School since 1979 and has been a great servant of the school. He is an excellent teacher, involved in sports and was Staff Representative on the Board of Trustees for 17 years.
- Roger Miller has been appointed to the Kahui Ako Within School Environment Sustainability position. This is a really good step for the school and our community.

Teacher Aide Pay Equity Settlement

- They have reached a settlement and the process is underway but quite challenging and time consuming to work through that.
- More information will be made available from the Ministry of Education later this week.

Property

- A letter was sent to the Ministry of Education following the July Board meeting, from both schools, a response has been provided.
- ShapEd have given a proposed programme of works, which is a series of treatments, Tim Grocott read to this and the time line involved.
- Tim spoke with Chris Lewis, an expert on playing fields. Chris's view is that the fields can be fixed and the proposed treatment would work but he has another treatment called 'shockwave' that he believes would work better and in a faster time frame. There is concerns with ongoing maintenance of the fields.
- Both schools will follow up with the Ministry of Education by writing back and acknowledging what they have proposed and will raise concerns as to whether the technology is the correct path.

A robust discussion took place regarding the remediation, the ongoing maintenance, usage and the contract around the fields. The Board gave authority for the Headmaster to engage Chris Lewis formally as an independent advisor and to liaise with Spotless on the schools behalf.

Health and Safety

- Things have gone smoothly with Covid-19 and the change is Alert Levels going smoothly.

Policy Review

- There are three policies up for review this term as previously circulated. The Policy Review Committee will meet the week prior to the September Board meeting and bring any recommendations to the Board.

Community and Relationships

- On Tuesdays 5th August we hosted a workshop by Catherine Gallagher, a clinical psychologist from the Collaborative Trust about understanding anxiety and managing emotions which was well attended.
- UC Principals Day was held on 24th July which was an opportunity to meet graduates from the teaching programme at UC.
- The Climate Change Campus is still ongoing, a lot more schools have got involved and the Canterbury University is now involved.
- The Year 9 (2021) C V Gallagher Scholarship winners were:
 - Academic - Joel Barrie (Sumner School)
 - Music - Yuito Crosado (Chisnallwood Intermediate)
 - Spartan Sport - Kobe Costley (Marshland School)

2.2 Policy Review

As read to in the Headmaster's Report



Move to Public Excluded Session

That the meeting moves into Public Excluded Session at 6.53pm for reasons of legal and professional privilege and to protect the privacy of natural persons. While in Public Excluded session the Board discussed: Harrison Tews Report - Security Assessment.

Decision Date: 27 Aug 2020
Mover: Tony Deavoll
Outcome: Approved



Move out of Public Excluded Session

That the meeting moves out of Public Excluded Session at 7.32pm and confirm that the business discussed in the Public Excluded Session remains confidential to the Board.

Decision Date: 27 Aug 2020
Mover: Tony Deavoll
Outcome: Approved

2.3 Staff Trustee's Report

Brendan gave a verbal report.

- Staff were very grateful for the mid-term break
- Staff are working toward the first part of exams and then a second run of exams will occur in Term 4
- We are in currently into the last 6 weeks of the Term 3 and trying to get quite a lot of the internals under our belt
- Exams moved two weeks further away, quite a lot of staff are taking that opportunity to cover the internal material

2.4 Student Representative

Cole gave a verbal report:

- Year 12 student approached Cole regarding the Old School of Gymnastics car park. The car park is gravel and students are finding it fun to do skids and it flicks up stones and the students are concerned it may damage other cars in the area, mainly at the very back of the car park. They have requested a sign or maybe even cameras.

Tim explained that a class has been doing some really good work around that area and things have improved but it is an area the school will continue to monitor and push those messages to the students.

- Blood Donation took place on 13th August, the goal was to donate 60 litres.

2.5 Resources - Financial Statements

Brendan gave a verbal report.

Key points below:

- The Resources Committee met yesterday, the school continues in good financial shape and tracking in a surplus position.
- We have met with the HODs regarding their budgets..
- Cheryl read to the sports surplus carried forward and ways to report this.
- Relief budget and Salary budgets are tracking well under, which a lot is related to the Covid-19 situation we are in. One area where the school spends a lot of relief on is co-circular and some of those events are not happening.
- The Ministry advised they will fund schools for when a teacher takes more than four days sick leave, it currently sits at eight, which would be a reasonable claim.

A robust discussion took place around the Donation Scheme that the school has opted into for the 2021 year, curriculum budgets and co-circular budgets.

- Income levels, around the government operational grants, are tracking higher as we have had slightly more stable STP numbers than any other year. It will be interesting to see if this trend continues next year.
- A vandalism top up claim has been submitted to the Ministry of Education.



Move to Public Excluded Session

That the meeting moves into Public Excluded Session at 8.00pm for reasons of legal and professional privilege and to protect the privacy of natural persons. While in Public Excluded session the Board discussed: Technology Position.

Decision Date: 27 Aug 2020
Mover: Tony Deavoll
Outcome: Approved



Move out of Public Excluded Session

That the meeting moves out of Public Excluded Session at 8.20pm and confirm that the business discussed in the Public Excluded Session remains confidential to the Board.

Decision Date: 27 Aug 2020
Mover: Tony Deavoll
Outcome: Approved



Adoption of financial statements to 31 July 2020

That the Board of Trustees receive and adopt the interim financial statements to 31 July 2020 reporting public equity of \$3,645,296; operating surplus of \$242,854 and working capital of \$2,938,148 be accepted.

Decision Date: 27 Aug 2020
Mover: Brendan Jackman
Seconded: Tim Grocott
Outcome: Approved

3. General Business

3.1 Whanau Committee Update

Nothing to report.

4. General Business

4.1 PTA Update

The PTA has held it's AGM and Rebecca Power who has been the Chairperson has stepped down, she has done that for quite some time and done a great job. They elected Deborah Brown as the new Chairperson, Trudi Smith is remaining as Secretary and Alyson Harris as Treasurer.

From that meeting the Headmaster got two representative for the C V Gallagher Trust.

5. Close Meeting

5.1 Closing Karakia

Kua mutu i ngā mahi

Kua mutu i ngā mahi o nāianeī

Hiko te wairua kotahitanga

Haere pai

Haere tōtika

Haumi e Hui e Taiki e

5.2 Close the meeting

Next meeting: Board of Trustees Meeting - September - 24 Sep 2020, 5:00 pm

Signature: _____

Date: _____