

CONFIRMED MINUTES

BOARD MEETING - AUGUST



At the **Board Meeting - September** on **23 Sep 2021** these minutes were **confirmed as presented**.

Name:	Shirley Boys' High School
Date:	Thursday, 26 August 2021
Time:	4:30 pm to 6:39 pm
Location:	Online meeting, NZ
Board Members:	Iaeen Cranwell (Chair), Brendan Jackman, Douglas Boniface, Dr John Pirker, Sam Henry, Teresa Wooding, Tim Grocott, Tye Lawson
Attendees:	Jane Forster, Rob Wilson-Pyne
Apologies:	Jeremy Faumuina
Guests/Notes:	Dan Gilmore

1. Administration

1.1 Present

Iaeen Cranwell (Board Chair), Doug Boniface (Deputy Chair), Dr John Pirker, Teresa Wooding, Sam Henry, Brendan Jackman (Staff Representative), Tye Lawson (Student Representative), Tim Grocott (Headmaster), Rob Wilson-Pyne (Deputy Headmaster), Jane Forster (Board Secretary)

Dan Gilmore (Assistant Principal - Curriculum) for presentation of ICT Section 1.4 only.

1.2 Opening Karakia

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!

1.3 Headmaster's Update - Alert Level 4

Tim Grocott, Headmaster addressed the speed in which New Zealand went into lockdown, how this made things slightly more challenging, but staff have responded well. NZQA have announced the delay of NCEA examinations by two weeks, which has given people some breathing space but will mean some additional work around timetabling and events. Devices have been dispatched to students that indicated they didn't have one.

1.4 Apologies

Iaeen Cranwell, Board Chair noted Jeremy Faumuina's late apology for tonight's meeting.

1.5 ICT Update from Dan Gilmore, Assistant Principal

Mr Dan Gilmore, Assistant Principal read to his previously circulated report and PowerPoint presentation regarding the New Era Review and the ICT Review.

Noted: Recommendations are covered in the Business Manager's Report, Section 3.5 Finance, Property and H&S.

Noted: Sam Henry left the meeting at 5.00pm due to urgent work matters, Dan Gilmore left the meeting at 5.48pm following his presentation.

1.6 Interests Register

1.7 Action Item List

Due Date	Action Title	Owner
26 Aug 2021	Thank 24/7 Youth Workers Status: Completed on 19 Aug 2021	Rob Wilson-Pyne
23 Sep 2021	Overseas travel - returning support of staff member Status: Completed on 29 Sep 2021	Tim Grocott
1 Oct 2021	Staff Survey Status: Completed on 29 Sep 2021	Tim Grocott

2. Strategic decisions

3. Monitoring

3.1 Headmaster's Report

Headmaster's report taken as read.

Highlights below:

- Achievement data was presented within the report this month and broken down by ethnicity.
- Gateway is an opportunity for vocational work for students, one day a week they are working in a business, within the report is what year levels and ethnicity are engaged in Gateway. It is mainly in the areas of building or plumbing and drain laying and also motivative engineering and aviation. The Headmaster acknowledged the work that Laura McLeod, Gateway Coordinator does to find these work placements, which is about sixty places of work.
- Attendance, vast majority are attending over 70% of the time, compared to 2019 the majority of students attending above 90% is higher, there are less students attending 80-

90% which is good as they have shifted up above 90%. The targeted area of reducing the number of students that attend between 70-79% of the time has decreased which is pleasing, so we are tracking in the right direction.

- Scholarships - acknowledgment to staff that have put in a lot of work for those, mainly Karyn Liddell and Rebekah Johnson.
- The school course selection process is under way, it will mostly be online. The course selection day may be difficult to hold due to Covid and we will look at a different way to run this.
- NCEA datasheet has been rolled out again, this is a very useful tool for tracking our student achievement and attendance.
- The work that has been done with the Kapa Haka Rōpū has been fantastic and the boys did extremely well at the regionals and the school was extremely proud of them.
- Steve Shaw, HOD Guidance has resigned, which is sad news but he has an excellent opportunity. It may be a challenge for the school to replace Steve, we will advertise this position shortly. Steve leaves at the end of this term.
- Enrolments for 2022 are currently sitting at about 268 for the Year 9 intake.
- Mid-winter swim, it was unfortunate that due to weather conditions this couldn't go ahead in the capacity we had hoped. Just to acknowledge we had some great support from the North Beach Surf Club, a shame we couldn't run with it as they had 10 life guards on the day to support the boys. We still managed to raise \$2,500 for Plunket, which was a success.



Appointment of the Returning Officer for the Student Board Representative Elections

The Headmaster moved that Rob Wilson-Pyne, Deputy Headmaster is appointed as the Returning Officer for the upcoming Student Board Representative Elections.

Decision Date: 26 Aug 2021
Mover: Tim Grocott
Seconder: Teresa Wooding
Outcome: Approved

- We were involved in a Tukutuku collaboration between the Christchurch Symphony Orchestra, Jolt Dance Company, Avonside Girls' High School and Ferndale Waikahu Satellite, this was really well received and a nice thing to be part of.
- We had success in the Maatangi Whenua - Canterbury Geography Quiz.
- Single Malt, our school band have now qualified for the national finals of Band Quest. Unfortunately we are not sure what will happen with that in the current climate as this was to take place in Auckland.



Adoption of the Headmaster's August Report

The Headmaster moved that the Board adopt the Headmaster's August report.

Decision Date: 26 Aug 2021
Mover: Tim Grocott
Seconder: Douglas Boniface
Outcome: Approved

3.2 Policy Review

SchoolDocs

Policies for review in Term 3:

- **Behaviour Management** (*BOT/Staff/Parents*)
- **Concerns and Complaints** (*BOT/Staff/Parents*)

All feedback will be presented at the September meeting.

3.3 Staff Representative Report

Brendan gave a brief verbal report.

Staff are currently working and delivering lessons online due to the lockdown.

There has been Professional Development offered online.

3.4 Student Representative Report

No report this month.

3.5 Finance, Property and H&S

Business Manager's Report taken as read.

Brendan Jackman, Chair of Resources Committee gave a verbal report.

The school is still operating at a surplus of \$242,535, the underspend is sitting about the same as last month with relief and some in the curriculum areas.



Adoption of the Financial Statements to 31 July 2021

Moved that the Board adopt the financial statements to 31 July 2021 reporting operating surplus of \$242,535; working capital of \$3,475,563 and public equity of \$4,240,175.

Decision Date: 26 Aug 2021
Mover: Brendan Jackman
Seconder: Teresa Wooding
Outcome: Approved



Adoption of the increase of laptops for the BOYD Programme

Moved that the Board adopt that the BYOD Programme be increased to 60 laptop purchases per year. A further 20 to be purchased now (*within approved 2021 operating budget*) and hard-shell covers be added to the management plan for protecting the devices.

Decision Date: 26 Aug 2021
Mover: Brendan Jackman
Seconder: Dr John Pirker
Outcome: Approved



Adoption of quote for 36 devices and lease entered into before April 2022

Moved that the Board, due to potential supply issues that the 36 devices quote is approved and the lease entered into before the old lease expires in April 2022. The management plan for expiring lease is to buy out the end of lease estimated at \$15K and replace the aged devices across mainly administration areas.

Decision Date: 26 Aug 2021
Mover: Brendan Jackman

Seconded: Douglas Boniface
Outcome: Approved



Adoption of 3-year lease for school vans

Moved that the Board adopt to enter a 3-year lease for school vans, subject to the lease figures being confirmed as similar to the estimate, for an LDV 14-seater and to purchase a Toyota Cargo van with the conversion to 12-seater with rear air-conditioning.

Decision Date: 26 Aug 2021
Mover: Brendan Jackman
Seconded: laean Cranwell
Outcome: Approved

Property Update following the monthly property meeting

- ShapeEd has come up with a new design for the new bike sheds, the price was significant so the Headmaster suggested they revisit the plan and make it a much more simple design, a fenced area that is secure.
- It was requested that the verti plowing of the fields commence in a few weeks times and the school is hopeful this might still be possible. This would allow the fields to have the treatment on them then a chance for them to repair over the school holiday break.
- The heating of the building was raised, this was around the extremely cold weather we recently received where some work areas were not heating above 16 degrees. This is being investigated.

4. Identify agenda items for next meeting

4.1 Preparation for next meeting

Māori name for Shirley Boys' High School - to be added to the start on September's agenda.

5. Administration

5.1 Confirm Minutes

Board Meeting - July 29 Jul 2021, the minutes were confirmed as presented.



Adoption of minutes from the Board Meeting held 29 July 2021

That the minutes of the Board meeting held on 29 July 2021, having been circulated, be approved as a true and accurate record of that meeting.

Decision Date: 26 Aug 2021
Mover: laean Cranwell
Outcome: Approved

5.2 Correspondence

Inward correspondence taken as received.

5.3 General Business

laean Cranwell, Board Chair and Dr John Pirker met with Lynne Te Aika.

John explained the conversation centered around mātauranga Māori and the Sciences across the schools and how those subject associations were dealing with it and we were trying to figure out how we can support schools in a more cohesive and organised way. This will be something that will be organised at a later stage with some of the practitioners to look at supporting that for the schools.

A discussion also took place around Shirley Boys' High School in terms of the Māori name and getting permission or some guidance from Ngāi Tūāhuriri on that and there was various options floated which is an ongoing discussion for the school and Board to work through. The School Values document and badge designs were also discussed.

Iaean explained one of the biggest issues for the school moving forward is the NCEA changes and how mātauranga Māori will be brought into the curriculum. Lynne was at a hui a few Fridays ago and the amount of work she can see for mātauranga Māori, especially across Sciences, there is a lot of work and effort to be applied across the schools.

6. Close Meeting

6.1 Closing Karakia

Kua mutu i ngā mahi

Kua mutu i ngā mahi o nāiane

Hiko te wairua kotahitanga

Haere pai

Haere tōtika

Haumi e Hui e Taiki e

6.2 Close the meeting

Next meeting: Board Meeting - September - 23 Sep 2021, 6:00 pm

Signature: _____

Date: _____