

# CONFIRMED MINUTES

## BOARD MEETING - AUGUST



At the **September Board Meeting** on **21 Sept 2023** these minutes were **confirmed as presented**.

<b>Name:</b>	Shirley Boys' High School
<b>Date:</b>	Thursday, 24 August 2023
<b>Time:</b>	6:00 pm to 8:34 pm (NZST)
<b>Location:</b>	Seminar Room - Lvl 1, 209 Travis Road, New Brighton
<b>Board Members:</b>	Andrew Swift, Garth Jones, Maaia Te tohu a tu Gerrard, Melody Tuliau, Rihari Taratoa-Bannister, Seira Sio, Tim Grocott
<b>Attendees:</b>	Jane Forster, Louise Richards
<b>Apologies:</b>	Dani Thompson, Iaeen Cranwell (Chair)

### 1. Administration

#### 1.1 Present

Andrew Swift - Chair, Mel Tuliau, Seira Sio, Rihari Taratoa-Bannister, Garth Jones - Staff Representative, Maaia Te tohu a tu Gerrard - Student Representative, Tim Grocott - Headmaster, Louise Richards - Deputy Principal, Jane Forster - Secretary.

Hone Rask and Afamasaga Uli Pesefea - Presentation

#### 1.2 Karakia

##### Karakia timatanga

Kia hora te marino

Kia whakapapa pounamu te moana

Hai huarahi mā tātou i te rangi nei

Aroha atu, aroha mai

Tātou i a tātou katoa

#### 1.3 Apologies

Apologies noted: Iaeen Cranwell and Dani Thompson

## 1.4 Māori and Pasifika Presentation

Afamasaga Uli Pesefea and Hone Rask - Māori and Pasifika Department gave a verbal presentation to the Board.

Key highlights:

- The implementation of the Cultural Studies class at kura this year. There are two classes, one is Year 11 and 12's with around 40 students, 5 of which are international students and then a separate Year 13 class with 24 students. Currently the subjects covered are Dance and Te Ao Haka and the vast amount of knowledge and experiences that comes with that.
- Providing kaupapa for the junior students, this year the Year 9 Māori and Pasifika students participated in Te Waka Voyaging. One session was around knowing your identify and your whakapapa and the importance of connecting with one another.
- The Homework Club, this is a programme run after school on Mondays, it has been running since the start of Term 2.
- Manu Kōrero success 2023, came third overall, only beaten by full Māori immersion schools.
- Kapa Haka success, performing as a boys only school.
- Implementation of a third whānau form class for 2024.

Further discussion took place regarding the goals going forward, this included Cultural Studies being taught at junior levels, student engagement, connection and student success and staffing.

Afamasaga Uli and Hone left the meeting at 6.51pm.

## 1.5 Interests Register

## 1.6 Action Item List

## 2. Resources Committee Section

### 2.1 Finance, Property

The Business Manager's Report - *taken as read*

Resources Chair, Dani Thompson also gave a written report in her absence - *taken as read*

Highlights:

- The school continues to track in a healthy surplus which is a very pleasing result.
- New interactive TV screens have been purchased for the learning areas and should arrive in September.
- Sports fields continue to be a significant problem.
- Crown damage continues to be an area of concern and on the increase, this appears to be nation wide. The school is investigating installing additional cameras around high vandalism areas.



### Adoption of financial statements and reports to 31 July 2023

Moved that the financial statements and associated reports to 31 July 2023 reporting an operating surplus of \$221,801 working capital of \$2,902,331 and public equity of \$4,794,895 be accepted.

**Decision Date:** 24 Aug 2023

**Mover:** Tim Grocott

**Seconder:** Seira Sio

**Outcome:** Approved



### **Adoption of a school credit card for the Director of Spartan Sport**

Moved that a school credit card be issued to Jamyn Keats, Director of Spartan Sport, whilst keeping within the overall approved levels.

**Decision Date:** 24 Aug 2023  
**Mover:** Tim Grocott  
**Seconder:** Rihari Taratoa-Bannister  
**Outcome:** Approved



### **Adoption of the updated 2023 budgeted statement of financial position and statement of cashflows**

Moved that the Board approve of the updated 2023 budgeted statement of financial position and statement of cashflows.

**Decision Date:** 24 Aug 2023  
**Mover:** Tim Grocott  
**Seconder:** Garth Jones  
**Outcome:** Approved



### **Adoption of international marketing trip to Germany**

Moved that the Board approve of the international marketing trip to Germany alongside Lincoln High School and Avonside Girls' High School with an estimated cost of \$10,000 to Shirley Boys' High School.

**Decision Date:** 24 Aug 2023  
**Mover:** Tim Grocott  
**Seconder:** Andrew Swift  
**Outcome:** Approved

## **3. Strategic decisions**

### **3.1 Health and Safety Sub-committee**

Health & Safety Sub-committee

The Board to establish a sub-committee.



#### **Health and Safety Sub-committee**

Establish a Health and Safety Committee and for the Board to have presence on that committee along with staff.

**Due Date:** 21 Sept 2023  
**Owner:** Tim Grocott

### **3.2 Te Reo succession planning**

The Board to continue to work with the Tumuaki on staffing and the distribution of workload within that department.

## 4. Monitoring

### 4.1 Tumuaki / Headmaster's Report

Tumuaki's Report - *taken as read*

Highlights:

- On the last day of Term 2 as part of our Matariki celebrations the school had the annual House Haka competition, which is always a hotly contested competition. Blake House has won this year.
- Also on the last day of term the school held a hangi to celebrate Matariki. This was organised by our Kaiako Māori, Hone Rask and our Assistant Deans of House.
- The school had a fantastic season of our major production, High School Musical. This was a fantastic show and very successful turning a profit of just over \$7,200 (to be shared between Avonside Girls' and Shirley Boys').
- Student Board Elections are under way.
- Current enrolments for Year 9's for 2024 are at 260.
- The CV Gallagher Scholarships for Year 9, 2024 have been completed and announced.



#### Adoption of the Tumuaki's August report

Moved that the Board adopt the Tumuaki's report for August.

**Decision Date:** 24 Aug 2023  
**Mover:** Tim Grocott  
**Seconder:** Rihari Taratoa-Bannister  
**Outcome:** Approved

### 4.2 Funding Applications



#### Adoption of the funding application to the Rata Foundation

Moved that the Board adopt the funding application to the Rata Foundation, retrospectively.

**Decision Date:** 24 Aug 2023  
**Mover:** Tim Grocott  
**Seconder:** Andrew Swift  
**Outcome:** Approved



#### Adoption of funding application to the Richmond Club

Moved that an application for Shirley Boys' High School be made to the Richmond Club for the Senior A Touch Team's flights to Rotorua for the upcoming National Championships in December 2024 at a cost of \$7,900.

**Decision Date:** 24 Aug 2023  
**Mover:** Tim Grocott  
**Seconder:** Andrew Swift  
**Outcome:** Approved

### 4.3 National VEX EDR Competition - AGHS/SBHS



#### Adoption of the Robotics trip to Auckland for the National VEX EDR Competition

Moved that the Board approve of the trip to Auckland for the National VEX EDR Competition.

**Decision Date:** 24 Aug 2023  
**Mover:** Tim Grocott  
**Seconder:** Garth Jones  
**Outcome:** Approved

### 4.4 Policy Review



#### Adoption of Term 2 Policies

Moved that the Board adopt the Term 2 policies presented at the August meeting being;

- Uniform Dress Code with an attachment of Standards of Student Uniform
- Third Party Use of School Property
- Sleepovers at School
- Application Package

**Decision Date:** 24 Aug 2023  
**Mover:** Tim Grocott  
**Seconder:** Andrew Swift  
**Outcome:** Approved

#### Term 3 Review Policies

- Māori Educational success
- Learning Support

### 4.5 Staff Representative Report

Staff Representative Report, GenAI use in schools - *taken as read*

Key points:

- Privacy is a key concern
- The Board to consider a policy for it's use at school
- MoE are currently in discussion around a policy and writing a draft vision of it's use
- Uses internet information so there are a lot of mistakes, particularly if researching indigenous materials

### 4.6 Student Representative Report

Student Representative, Maaia Te tohu a tu Gerrard gave a verbal report

Key points:

- The students have started a group called the Shirley Army which is a support group for the sport teams. They have approached the Student Council for funds from a mufti day to go towards as mascot, which was approved.
- Students that utilise the school gym have started a petition to get fans in the gym, these could be wall mounted like other gyms, this would help with cooling, moving the air etc. The Board was in support of this.

- Ongoing concerns from students regarding the school fields.
- Students have asked the school to re-visit the school uniform jackets, they would like one with a hood for when it is raining. Jane Forster to investigate options.

## 4.7 Whānau Committee Report

Whānau Committee Report - *taken as read*

Key points:

- Request for more information regarding the whānau form class to be included in the enrolment process, Tumuaki suggested this could be included in the school prospectus for 2025 enrolments and promoted with our feeder schools.
- Very positive feedback from the book club initiative.
- Promotion video from the Whānau Committee to be released via social media to the community.

## 5. Identify agenda items for next meeting

### 5.1 Preparation for next meeting

Standard agenda items.

## 6. Administration

### 6.1 Confirm Minutes

**June Board Meeting 22 Jun 2023**, the minutes were confirmed as presented.



#### Adoption of minutes from the Board meeting held 22 June 2023

Moved that the minutes of the Board meeting held 22 June 2023, having been circulated, be approved as a true and accurate record of that meeting.

**Decision Date:** 24 Aug 2023  
**Mover:** Garth Jones  
**Seconder:** Melody Tuliau  
**Outcome:** Approved

### 6.2 Correspondence

Correspondence - *taken as read*

- Letter from ShapEd regarding the school playing fields
- Letter from Director of Spartan Sport, Jamyn Keats regarding the school playing fields
- 2023 Canterbury Regional Mini-Conference - register by **August 25<sup>th</sup>**

The Tumuaki advised the Board of the ongoing contact with ShapEd regarding the school playing fields, along with a group of students that have got a petition going and collected student voice as part of an assignment and have written to ShapEd about the state of the playing fields, (reply taken as read), along with a letter from the Director of Spartan Sport who has raised concerns about the fields around the fact they are very rarely used and are in terrible condition. Also raised as a concern from the Whānau Committee this evening.

The fields continue to be extremely wet and were closed for the first five weeks of Term 3. This is now undermining the mana of the school and we cannot deliver a PE curriculum on the fields which is not acceptable as it is compromising teaching and learning.

Feedback will be presented at the next property meeting in three weeks, this is following the New Zealand Sports Institute coming in to carry out a report on the state of the fields.

## 7. Public Excluded Session

### 7.1 School Playing Fields



#### Move to Public Excluded Session

Moved at 8.20pm that the public be excluded from the following parts of the proceedings of this meeting, namely school playing fields. The general subject of each subject to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General Subject	Reason for passing this resolution	Grounds(s) under s48(1) for the passing of the resolution
School playing fields	It is necessary to exclude the public from part of the meeting to protect the privacy of natural persons, being good reason for withholding information under s9(2)(a) of the Official Information Act 1982 ("OIA")	In accordance to s48(1)(a)(ii) of the LGOIMA that the public conduct of the relevant part of the meeting would be likely to result in the disclosure of information for which good reason for withholding under OIA

The resolution is made in reliance on section 48(1)(a) of the LGOIMA and the particular interest or interests protected by section 6, 7 or 9 of the OIA which would be prejudiced by holding of the relevant part of the proceedings of the meeting in public as set out in the table above.

**Decision Date:** 24 Aug 2023  
**Mover:** Andrew Swift  
**Outcome:** Approved



#### Move out of Public Excluded Session

Moved that the meeting move out of Public Excluded session at 8.27pm and confirm that the business discussed in the Public Excluded session remains confidential but the decisions, if any, be made public.

**Decision Date:** 24 Aug 2023  
**Mover:** Andrew Swift  
**Outcome:** Approved

## 8. Close Meeting

### 8.1 General Business

NZSTA Conference Notes - Dani Thompson - *taken as read*

Updated meeting dates:

- 26 October meeting moved to 2 November 2023
- 30 November meeting moved to 7 December

## 8.2 Closing Karakia

Karakia whakamutunga

Unuhia, unuhia

Unuhia ki te uru tapu nui o Tane

Kia wātea, kia māmā, te ngākau, te tinana, te wairua i te ara takatā

Koia rā e Rongo, whakairia ake ki runga

Kia tina! TINA!

Haumī e, Hui e!

TĀIKI E!

## 8.3 Close the meeting

**Next meeting:** No date for the next meeting has been set.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_