

CONFIRMED MINUTES

BOARD MEETING



At the **Board Meeting** on **28 Aug 2025** these minutes were **confirmed as presented**.

Name:	Shirley Boys' High School
Date:	Thursday, 31 July 2025
Time:	6:00 pm to 9:02 pm (NZST)
Location:	Seminar Room - Lvl 1, 209 Travis Road, New Brighton
Board Members:	Dani Thompson (Chair), Akira Hishikawa, Andrew Swift, Jane Forster, Melody Tuliau, Seira Sio, Tim Stokes, Tim Grocott, Tom Stroud, Jahmi Sheehan
Apologies:	Garth Jones

1. Administration

1.1 Opening Karakia

Karakia Ōrua Paeroa

Nau mai e ngā ngao
E hihiko ai te tinana o te tangata
He ngao ohooho
He ngao wanawana
He ngao mauri tau
He korou e whakakotahi nei
I te wairua o Ōrua Paeroa
Ōrua Paeroa te whenua e takoto nei
Ōrua Paeroa te ope e tau nei
Haumi e hui e
Taiki e

1.2 Apologies

Noted Apology: Garth Jones, Staff Representative

1.3 Interests Register

1.4 Action Item List

2. Finance Committee Section

2.1 Finance, Property

Business Manager's Report / Ripoata Te Tumu Tahua - Financial Statements - 30 June 2025 *~ taken as read*

Financial Position

The school continues to report a strong financial position, operating deficit of (\$141,392) is well under estimated June deficit of (\$200,00).

Working capital has decreased since May due to payments for the school's building modifications.

We have recently supplied to the Ministry a copy of the schools' asset registers for a review to bringing assets to the PPP where it is practical to ensure efficiency and minimise confusion, administration and having separate maintenance, replacement and churn management procedures. Examples of these types of assets are:

- new stage
- rugby posts
- exam desks
- drama department blinds
- theatre curtains

Positive income tracking

- Operational grants tracking higher than expected at 51% mainly due to pay equity. This will continue to be a positive variance. The Ministry have taken on board the feedback, the impact of the variances and uncertainty of using historical payroll data, with future funding calculations the payroll data being used will be for the prior 6 months Interest earnings tracking at 53% of budget.
- Facilities hire at 72% of budget; this is expected to continue with increased after hours use continuing.
- The 2024 vandalism top-up funding application has been approved and received ted: vandalism across the site has decreased significantly when compared with 2024.
- The school is monitoring the reporting between the school and the facility maintenance firm.



Adoption of financial statements and associated reports to 30 June 2025

Moved that the financial statements and associated reports to 30 June 2025 reporting an operating deficit of (\$141,392) working capital of \$3,714,787 and public equity of \$4,388,172 be accepted.

Decision Date: 31 Jul 2025
Mover: Andrew Swift
Seconder: Tim Grocott
Outcome: Approved

2024 Deloitte Audit Management Letter - reissued updating section 3

Deloitte have updated the report to remove comments around review of journal entries *~ taken as read*.

Property Reports - *taken as read*

Key Highlights

- The caretaker works is currently overdrawn by \$20,190.15, and the resolution of this position is being discussed with the Ministry.
- Due to the remediation of the SBHS fields which will begin in Oct/Nov 25 and run through to mid-2026 the current athletics track will be unavailable for use during Term 1, 2026. Due to this work the school Athletics Day will need to be held offsite.
- Vandalism is down by approximately 50 percent from this time last year which is very positive.
- The school PA system, Bell Commander -the tsunami drill highlighted that the system could not be heard in some areas. Following the drill the school carried out a staff survey to gather information around that.

3. Strategic decisions

3.1 School Donation Scheme 2026



Adoption to enter into the Ministry of Education Donation Scheme for 2026

As previously circulated via email and voted on 3 July 2025, the Board moved in public meeting to adopt that Shirley Boys' High School - Ngā Tama o Ōruapaeroa enter into the Ministry of Education Donation Scheme for 2026.

Decision Date:	31 Jul 2025
Mover:	Tim Grocott
Seconder:	Andrew Swift
Outcome:	Approved

4. Monitoring

4.1 Tumuaiki / Headmaster's Report

Headmaster's Report to the Board / Te Pūrongo o te Tumuaiki - Thursday 31st July 2025 ~
taken as read

Key Highlights:

Literacy and Numeracy corequisite May examinations

- Year 10 results are very pleasing.
- Difficult to compare the results as it is not always the same people or amount of people entered into these exams.
- Pattern shows that if a student is not successful in passing the examination in Year 10, it is unlikely they will pass.

Mamma Mia!

- The show was very well received with sold out shows on a few nights, and great involvement from our students.
- Highlights the amount of work that is going into the creative arts which is pleasing to see.

NCEA

- It is likely the government will make a major announcement around the future of NCEA and is likely that it will be phased out.

School Sport New Zealand - Regulations

- School Sport New Zealand have sent out some regulations around eligibility, which are quite significant, in particular around Year 14s. There are to be no Year 14s in any sporting competition that is sanctioned by School Sport New Zealand.

International Boys' Schools Conference Report ~ *taken as read*

- Tumuaki read to his report and thanked the Board for their support in attending that conference along with Kris Vine, Assistant Principal.
- The key takeaway was that despite the differences in schools, resources and education systems, boys' education internationally is similar. Each country has quite a different context and New Zealand is an outlier as the majority of our boys' school are not private, unlike the majority of IBSC schools. What is clear is that despite limited resources, Shirley Boys' High School is doing well.



Attendance data breakdown

Attendance data to be broken down in ethnicity.

Due Date: 30 Nov 2025

Owner: Tim Grocott

4.2 Presentation - IBSC

Tim Grocott, Tumuaki read to his presentation he gave at the International Boys' School Conference held in Boston earlier this year.

5. Public Excluded Session

5.1 South Island Boys' School Conference



Public Excluded Session

Moved at 7.09pm that the public be excluded from the following parts of the proceedings of this meeting, namely the South Island Boys' Schools Network. 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
South Island Boys' School Network	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: 31 Jul 2025
Mover: Dani Thompson
Outcome: Approved



Move out of Public Excluded Session

Moved that the meeting move out of Public Excluded session at 7.37pm and confirm that the business discussed in Public Excluded session remains confidential but the decision, if any, be made public.

Decision Date: 31 Jul 2025
Mover: Dani Thompson
Outcome: Approved



Adoption to work with the South Island Boys' Schools Network

Moved that Shirley Boys' High School continues to work with the South Islands Boys' Schools in a collaborative way to improve boys education.

Decision Date: 31 Jul 2025
Mover: Tim Grocott
Seconder: Melody Tuliau
Outcome: Approved



Adoption to join the South Island Boys' Schools Rugby Competition

Moved that Shirley Boys' High joins the South Island Boys' Schools Rugby Competition with further structural and financial details to be reviewed on an ongoing basis.

Decision Date: 31 Jul 2025
Mover: Tim Grocott
Seconder: Tim Stokes
Outcome: Approved

6. Monitoring continued...

6.1 Health and Safety

July 2025 Health and Safety Minutes ~ taken as read

Supervision ratios & Staff Qualifications

- Currently no ratios are set for certain activities but the school is putting together a database of ratios and capabilities/qualifications staff have.



Adoption of overnight and high risk EOTC events

Moved that the Board approve of all overnight and high risk EOTC events up to 31 August 2025.

Decision Date: 31 Jul 2025

Mover: Tim Grocott
Seconder: Seira Sio
Outcome: Approved

6.2 Policy Review - Term 3

Term 3 Policies

- Child Protection
- Abuse Recognition and Reporting
- Food and Nutrition
- Safety Checking
- Police Vetting
- Missing Student Procedure

All policies have been reviewed by the Policy Review Committee and the Health and Safety Committee, no amendments to date.

Any amendments will be brought to the August Board meeting.

Updated policy documents ~ *taken as read*

- Getting to and from Kura Safely
- Student Drivers

6.3 Staff Representative Report

Staff Representation Report to the Board - Thursday 31 July 2025 ~ *taken as read*

The Tumuaki acknowledged the passing off ex-staff member Lee Attrill and old boy Andrew Withington, Deputy Head Boy in 1996.

6.4 Student Representative Report

Student Board Representative gave a verbal update

Key Highlights

- Lip Sync is next Friday, this is a House competition and should be entertaining.
- Head students are planning for the Senior Formal which is at the Tannery this year, students are very excited about that!
- Last Sunday another tree planting session was held in the red zone with approximately 20 students turning up. This is the most we have had in over a year so really good to see.
- The Student Council sent out a survey to the students to gather any concerns they had. The top concerns were litter around the school and vaping in the bathrooms. They are working through ideas regarding the litter, such a "dunk the junk" and advised there wasn't much they could do regarding vaping.
- Akira will speak at the assembly tomorrow regarding the Student Board Elections.

6.5 Whānau Representative Report

No report this month.

6.6 Funding Application



Adoption of funding application to the Air Rescue Trust for Basketball Nationals

Moved that an application for Shirley Boys' High School be made to the Air Rescue Trust for Shirley Boys' High School flight costs for Basketball Nationals for the amount of \$6,510.00 including GST.

Decision Date: 31 Jul 2025
Mover: Tim Grocott
Seconder: Andrew Swift
Outcome: Approved

7. Administration

7.1 Confirm Minutes

Board Meeting 26 Jun 2025, the minutes were confirmed as presented.



Adoption of minutes from the Board Meeting held 26 June 2025

Moved that the minutes from the Board Meeting held 26 June 2025, having been circulated, be approved as a true and accurate record of that meeting.

Decision Date: 31 Jul 2025
Mover: Dani Thompson
Outcome: Approved

7.2 Correspondence

No correspondence to report.

7.3 General Business

Conference Feedback *~verbal report*

Items listed as actions.



Board Membership

Investigate the details for a Board membership following conference.

Due Date: 30 Sept 2025
Owner: Dani Thompson



Concerns and Complaints Policy

Board members to read over the Concerns and complaints policy found in SchoolDocs, this is just to make sure everyone is on the same page.

Due Date: 30 Sept 2025
Owners: Andrew Swift, Dani Thompson, Garth Jones, Jahmi Sheehan, Melody Tuliau, Seira Sio, Tim Grocott, Tim Stokes, Tom Stroud



Complaints Register

Board secretary to share the complaints register with Board members.

Due Date: 30 Oct 2025
Owner: Jane Forster



AI Professional Development

Tumuaki to invite Eric Person, TIC e-learning to the September/October Board meeting.

Due Date: 30 Sept 2025
Owner: Tim Grocott

8. Public Excluded Session

8.1 Historical compliant, Tsunami Drill, Discipline meeting



Public Excluded Session

Moved at 8.10 pm that the public be excluded from the following parts of the proceedings of this meeting, namely the historical complaint, tsunami drill and student discipline follow-up. 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
Historical complaint Tsunami drill Discipline meeting	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: 31 Jul 2025
Mover: Dani Thompson
Outcome: Approved



Move out of Public Excluded Session

Moved that the meeting move out of Public Excluded session at 9.01pm and confirm that the business discussed in Public Excluded session remains confidential but the decision, if any, be made public.

Decision Date: 31 Jul 2025
Mover: Dani Thompson
Outcome: Approved

9. Close Meeting

9.1 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!

9.2 Close the meeting

Next meeting: Board Meeting - 28 Aug 2025, 6:00 pm

Signature: _____

Date: _____