CONFIRMED MINUTES

BOARD MEETING - FEBRUARY

At the **Board Meeting - March** on **26 Mar 2026** these minutes were **confirmed as presented.**

Name:	Shirley Boys' High School
Date:	Thursday, 26 February 2026
Time:	6:00 pm to 8:39 pm (NZDT)
Location:	Seminar Room - Lvl 1, 209 Travis Road, New Brighton
Board Members:	Dani Thompson (Chair), Adele Mitchell, Andrew Swift, John Thurston, Melody Tuliau, Nico Cook, Tim Stokes, Tim Grocott
Attendees:	Jane Forster, Rob Wilson-Pyne
Apologies:	Ariana Kaa

1. Karakia

1.1 Opening Karakia

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 AI in Schools

Presentation by Eric Person on AI in schools.

2. Election of Officers

2.1 Election of Presiding Member

The Headmaster/Tumuaki called for nominations for Presiding Member, with one being received.

Election of Presiding Member

Moved that Danielle Thompson be elected as Presiding Member.

Decision Date:	26 Feb 2026
Mover:	Melody Tuliau
Seconder:	Andrew Swift
Outcome:	Approved

2.2 Election of Deputy Chair

The Presiding Member called for nominations for Deputy Chair, with one being received.

Election of Deputy Chair

Moved that Melody Tuliau be elected as Deputy Chair.

Decision Date:	26 Feb 2026
Mover:	Andrew Swift
Seconder:	Tim Stokes
Outcome:	Approved

2.3 Election of Finance Committee Chair

The Presiding Member called for nominations for Finance Chair with one being received.

Election of Finance Committee Chair

Moved that Andrew Swift be elected as the Finance Committee Chair.

Decision Date:	26 Feb 2026
Mover:	Tim Stokes
Seconder:	Melody Tuliau
Outcome:	Approved

2.4 Election of Policy Review Committee

The Presiding Member called for nominations for the Policy Review Committee, with one being received.

Election of Policy Review Committee Chair

Moved that Andrew Swift be elected as the Policy Review Committee Chair.

Decision Date:	26 Feb 2026
Mover:	Melody Tuliau
Seconder:	Tim Stokes
Outcome:	Approved

3. Strategic decisions

3.1 Delegations of Authority

Shirley Boys' High School Delegations ~ *taken as read/reviewed*

Adoption of the current Shirley Boys' High School Delegations

Moved that all current delegations will remain in place until the Board chooses to review and/or change those delegations and the Shirley Boys' High School Delegations document will be amended to reflect that.

Decision Date:	26 Feb 2026
Mover:	Dani Thompson
Outcome:	Approved

4. Administration

4.1 Apologies

Noted apology: Ariana Kaa, Whānau Representative

4.2 Interests Register

Interest Register up-to-date.

4.3 Action Item List

No carried over actions.

5. Resources Committee Section

5.1 Finance, Property

Business Manager's Report - Ripata Te Tumu Tahua - Financial Statements to 31 December 21025 ~ *taken as read*

Supporting documents and financials ~ *taken as read*

Key Highlights

- The school continues to be in a strong financial position with working capital of $3.5m and total equity/net worth of $4.2m.
- Working capital has decreased from the prior year by $(826,113) and this can be attributed to contributions to the MOE/PPP buildings - recorded as a distribution of equity.
- The operating result had expected to be an operating deficit of around $150k - $200K, however since the last financial report the result had shifted to a small surplus, which is a pleasing. This result is due to:
    - Shifting of the N4L network upgrade into January 2026, a review of the asset register, meant depreciation expense was underbudget (draft $252,597 budget $340,000) or $88k.
    - Extracurricular sport under budget by $60k.
    - The change in the pay equity calculations and the wash-up grants meant that the contingency recorded as a liability could be recorded as income $24k.

    - The roll numbers were more stable between roll returns overall additional operational funding $48k.
- Application for Vandalism Top-up grant has been applied for, noting a significant reduction in costs.
- The N4L switch and Wi-Fi upgrade was completed over the Christmas break.
- A number of capital asset additions projects were completed over the break.
- The finance team have been working with Kindo to transfer from Kamar to Kindo by the start of Term 2.

Adoption of Interim Financial Statements and reports to 31 December 2025

Moved that the financial statements and associated reports to 31 December 2025 reporting an operating surplus of $22,685, working capital of $3,487,244 and public equity of $4,203,499 be accepted.

Decision Date: 26 Feb 2026
Mover: Andrew Swift
Seconder: Tim Stokes
Outcome: Approved

Draft Budget 2026 ~ *taken as read*

Adoption of Draft Budget 2026

Moved that the 2026 Draft Budget be accepted showing an operating surplus of $79,594 to allow for budget holders to be notified. At the March meeting the budgeted statement of financial position and cash flows, plus capital budget to be prepared based on the 2025 draft to audit accounts for adoption.

Decision Date: 26 Feb 2026
Mover: Andrew Swift
Seconder: John Thurston
Outcome: Approved

6. Monitoring

6.1 Tumuaki / Headmaster's Report

Headmaster's Report to the Board / Te Pūronga o te Tumuaki - Thursday 26 February 2026 ~ *taken as read*

Key Highlights

- Positive start to the year and an opportunity to handover two departing members of Senior Leadership Team, Louise Richards who has gone to Hillmorton High School as Associate Principal and Kris Vine who has gone to Ruapehu College as Principal.
- The Strategic Plan and Annual Implementation Plan was reviewed by the Board and the Senior Leadership Team.

Adoption of the Strategic Plan and Annual Implementation Plan 2026

Moved that the Board approve the Strategic Plan and Annual Implementation Plan for 2026.

Decision Date: 26 Feb 2026
Mover: Tim Grocott
Seconder: Andrew Swift
Outcome: Approved

Key Highlights continued...

- **School Roll 2026 -** currently 1346 students. This is made up of 1307 regular students, 70 of which are in the Secondary Tertiary Pathways and 39 foreign fee-paying students. Of the 1307 regular students, 909 are in zone students which is 70%.
- **Scholarship Results -** Although results were lower than previous years it was fantastic to see Ethan Franks gain a scholarship in Drama, an area where we have not previously had a student gain scholarship.
- **New curriculum implementation -** the implementation of the new Year 9 curriculum in English and Mathematics is well underway. This has taken a significant amount of work from staff and demands higher expectations from students but has much more structure which is positive for both staff and students.
- **SMART Assessment -** this is a prescribed assessment that students will need to do twice a year, for secondary in Years 9 and 10 to benchmark where students are at. The assessment has shifted to a five-point scale: *Emerging, Developing, Consolidating, Proficient, and Exceeding.*
- **Attendance Plan -** this has been rolled out. Shirley Boys' High School will use the SchoolDocs Attendance Policy and alongside that will be our Attendance Plan. *(taken as read)*
- **Staffing** - We have made an appointment for the Assistant Principal role, very pleasing to announce Juliet Duder will be joining the Senior Management Team from Term 2. Juliet is currently Head of Health and Physical Education at Cashmere High School and previously at Shirley Boys' High School.
- **Modifying Open Plan Classrooms Initiative -** Shirley Boys' had identified the Social Science area as the main priority and are currently working through that process with the Ministry. This work would be undertaken by the PPP partners.

7. Public Excluded Session

7.1 Property Meeting with Ministry

Move to Public Excluded Session

Moved at 7.20pm that the public be excluded from the following parts of the proceedings of this meeting, namely the Property matters. 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	Ground(s) under s48(1) for the passing of the resolution
Property matters	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: 26 Feb 2026
Mover: Dani Thompson
Outcome: Approved

Move out of Public Excluded Session

Moved that the meeting move out of Public Excluded session at 7.36pm and confirm that the business discussed in Public Excluded session remains confidential but the decision, if any, be made public.

Decision Date: 26 Feb 2026
Mover: Dani Thompson
Outcome: Approved

8. Monitoring continued...

8.1 Staffing

Adoption of Staff Leave Applications

Moved that the Board adopt all staff leave applications as presented at this meeting.

Decision Date: 26 Feb 2026
Mover: Dani Thompson
Outcome: Approved

Adoption to carry over the Tumuaki's annual leave balance

Moved that the Board adopt to carry over the Tumuaki's 18.5 days annual leave balance from 2025.

Decision Date: 26 Feb 2026
Mover: Dani Thompson
Outcome: Approved

8.2 Policy Review

Term 1 Policies Review

- Alcohol, Drugs, and Other Harmful Substances Policy ~ *Board review*
- Sun Protection ~ *Board review*
- Digital Technology and Online Safety ~ *Board review*
- Cell Phones
- Safety and Welfare for Students on Work Experience *(composite/secondary only)*
- Firearms *(optional policy)*

Tsunami - the Health & Safety Committee voted to keep customised policy.

Assurances - will presented at the March meeting.

8.3 Health and Safety

Minutes from Health and Safety Meeting, 10 February 2026 ~ *taken as read*

Noted: one serious incident was recorded at the end of last year, a student broke their arm in the main gymnasium. This did not require WorkSafe as there was no overnight stay in hospital.

EOTC

Ongoing work continues to be carried out in this space and staff are working on integrating AI for ease and accurancy. 2025 the school processed 186 trips and holds SAPs for all those trips, this has created a bank of SAPs to draw on.

ETOC High Risk Assurance Summary ~ *attached / taken as read*

Adoption of EOTC High Risk Assurance Summary

Moved that the Board adopt all EOTC high risk and overnight activities up to 26 March 2026.

Decision Date:	26 Feb 2026
Mover:	Rob Wilson-Pyne
Seconder:	Dani Thompson
Outcome:	Approved

8.4 Staff Representative Report

Staff Board Report - 18 February 2026 Shirley Boys' High School – Ngā Tama o Ōruapaeroa *~ taken as read*

8.5 Student Representative Report

Nico Cook, Student Representative presented to the Board a draft website he created for communication between staff, students and their whānau.

Communication website

Board in support of Nico continuing to develop/implement the school communication website, integrating the school points system and report back to the Board.

Due Date:	29 May 2026
Owner:	Nico Cook

8.6 Flu Vaccinations 2026

Adoption of Board funded staff flu vaccination clinic for 2026

Moved that the Board adopt funding the staff flu vaccination clinic held onsite for 2026.

Decision Date:	26 Feb 2026
Mover:	Dani Thompson
Outcome:	Approved

9. Identify agenda items for next meeting

9.1 Preparation for next meeting

Shirley Man Programme Presentation

Board Secretary to invite staff to present at the start of the March meeting on the Shirley Man Programme.

Due Date:	26 Mar 2026

Owner: Jane Forster

10. Administration

10.1 Confirm Minutes

Board Meeting 27 Nov 2025, the minutes were confirmed as presented.

Adoption of minutes from Board Meeting held on 27 November 2025

Moved that the Board adopt the minutes from the Board Meeting held on 27 November 2025, having been previously circulated, be adopted as a true and accurate record of that meeting,

Decision Date: 26 Feb 2026
Mover: Tim Grocott
Seconder: Tim Stokes
Outcome: Approved

10.2 Correspondence

Correspondence

- IOD sign-up email received by Board

10.3 General Business

Funding Application represented: Air Rescue Trust for 1st XV travel to Dunedin and Invercargill *(amended value)*

Adoption of funding application to Air Rescue Trust for 1st XV travel to Dunedin and Invercargill

Moved that the Board resolved on 26th of February 2026 that an application for Shirley Boys' High School be made to the Air Rescue Trust for 1st XV travel to Dunedin and Invercargill and new playing strip for the amount of $23,860.60 including GST

Decision Date: 26 Feb 2026
Mover: Dani Thompson
Outcome: Approved

11. Close Meeting

11.1 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!

11.2 Close the meeting

Next meeting: Board Meeting - March - 26 Mar 2026, 6:00 pm

Approved decisions made between meetings

Funding Application to Air Rescue Trust for 1st XV Travel Expenses

Moved that the Board resolved on 20 February 2026 that an application for Shirley Boys' High School be made to the Air Rescue Trust for 1st XV travel to Southland and Invercargill for the amount of $21,332.27 including GST.

5 Supported: Andrew Swift , Dani Thompson , John Thurston , Tim Grocott , Tim Stokes

0 Opposed:

0 Abstained:

Decision Date:	23 Feb 2026
Outcome:	Approved

Signature:____________________ **Date:**_________________________