

CONFIRMED MINUTES

BOARD MEETING - MARCH



At the **Board Meeting - May** on **28 May 2026** these minutes were **confirmed as presented**.

Name:	Shirley Boys' High School
Date:	Thursday, 26 March 2026
Time:	6:00 pm to 9:09 pm (NZDT)
Location:	Seminar Room - Lvl 1, 209 Travis Road, New Brighton
Board Members:	Dani Thompson (Chair), Adele Mitchell, Andrew Swift, Melody Tuliau, Nico Cook, Tim Stokes, Tim Grocott, Ariana Kaa
Attendees:	Jane Forster, Rob Wilson-Pyne
Apologies:	John Thurston

1. Karakia

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 Shirley Man Programme

Greg Dawson and Dan Smith gave a presentation on the Shirley Man Programme



Shirley Man Programme - Board Commitment

Board and SLT to work together around messaging to staff about the value they see in the programme and would like to see all staff fully engaged. Strategically look at how to strengthen the programme together.

Due Date: 30 Apr 2026
Owners: Dani Thompson, Tim Grocott

2. Administration

2.1 Apologies

Noted: John Thurston, Staff Representative (*on secondment*)

2.2 Interests Register

Interest Register up to date.

2.3 Action Item List

No carried over actions.

3. Resources Committee Section

3.1 Finance, Property

Draft 2025 Annual Accounts ~ *taken as read*

Key Highlights

- The annual accounts are now with the auditor and the school is dealing with some small queries to finalise.
- Overall the operating surplus was \$22k, a pleasing result against a budgeted deficit.

Business Manager's Report - Ripoata Te Tumu Tahua - Financial Statements - 28 February 2026 ~ *taken as read*

Supporting documents ~ *taken as read*

Key Highlights:

- The school continues in a strong financial position with working capital of \$3.4m and total equity/net worth of \$4.1m.
- The turn around from the drafted budget in November 2025 to February 2026 is the increase in the number of students and the number of STP, currently 75 students. The school has allowed for a small drop-out of students in the programme (approximately 10 students). The funding for STP students is \$10,800 per FTE.
- The Support Staff Collective is still in process with negotiations closing last night. The Business Manager has allocated the additional 1.5% that needs to be covered by the operational grant and left funding lines as they are currently.
- Hire of facilities is also conservatively budgeted and the school is currently negotiating some weekend use with a community group.
- International student fee schedule has been reviewed for 2027 and 2028 and a new proposal for 2027 as been presented to the Board, along with 2028.

The Tumuaki spoke to the new proposed International student fee structure.

3.2 2026 Budget

2026 Budget Summary and supporting documents ~ *taken as read*

Key Highlights

- Some minor adjustments have been made to extra-curricular budgets once end of year reconciliations have been completed to recognise an allocated expense from fundraising activities by sporting codes late in the year for 2026 activities.
- Added an additional \$130k for teacher staffing and \$40k for learning support wages to provide additional support for specialist funded students.
- The 2026 estimated operating budget is a deficit of (\$176,000).



Adoption of the Interim Financial Statements and reports to 28 February 2026

Moved that the interim financial statements and associated reports to 28 February 2026 reporting an operating deficit of (\$90,505) working capital of \$3,373,169 and public equity of \$4,006,375 be accepted.

Decision Date: 26 Mar 2026
Mover: Andrew Swift
Seconders: Tim Stokes
Outcome: Approved



Adoption of the International Student Fees for 2027 and 2028

Moved that the Board adopt the International Student Fee schedules for 2027 and 2028, alongside reviewing the commitment for the long-term student fee schedule.

Decision Date: 26 Mar 2026
Mover: Andrew Swift
Seconders: Adele Mitchell
Outcome: Approved



Adoption of the 2026 Draft Budget

Moved that the 2026 Budget is approved with an operating budget deficit of (\$176,000), capital purchases \$316,000 (which includes non-cash additions \$134,000 N4L and \$18,000 increase in finance lease additions) noting that Solutions and Services have prepared 2026 budgeted statement of financial position & statement of cashflows extracted from the Board prepared 2026 operating & capital budgets, and provided all 2026 budget documents required for approval. These reports have been prepared prior to the 2025 audit finalisation. Where any audit adjustments arise for the 2025, these budgeted balances will require adjustment to ensure that the statements continue to balance for use in the 2026 annual accounts (ie: retained earnings). On this basis the Board approves 2026 budget statements, subject to any opening balance changes to the statement of financial position and cash flow amounts, necessitated by 2025 audited adjustments.

Decision Date: 26 Mar 2026
Mover: Andrew Swift
Seconders: Tim Stokes
Outcome: Approved



Contingency Plan - rising costs

Tumuaki and Business Manager to discuss a plan regarding the current world affairs and the rising costs, e.g. school trips, fuel costs, international travel costs and insurance policies.

Information to community regarding getting to school, biking, busing etc.

Due Date: 30 Apr 2026

Owners: Cheryl English, Tim Grocott

Business Manager's Report - Ripoata Te Tumu Tahua - Property Summary ~ taken as read

Key Highlights

- The school has a healthy balance of bank of hours and caretaker works.
- The PA System is an ongoing concern, this has been pushed as a performance failure.
- N4L project is now complete and signed off.
- Property modifications have been completed and defects have been signed off.
- The Shirley Boys' field remediation has gone well. Some small defects have been noted but overall a significant improvement and they should be ready for full use from Term 2.
- Artificial cricket wicket to progress ready for next season.
- Long jump pit is not up to standard, works order has been put in for this to be fixed.
- Vandalism has significantly decreased by 40%, a pleasing result.
- Hard tech fence remodel, Downer will not take over the maintenance until the lifecycle of the old fence is up, being about 7 years.



PA System - failure

Board to write a letter stating this is now a Health and Safety issue and the school does not want to run any further drills, mark-ups etc. This has now been raised several times and still not fixed. This has been an ongoing issue for 5+ years.

Due Date: 30 Apr 2026

Owner: Dani Thompson

4. Monitoring

4.1 Tumuaki / Headmaster's Report

Headmaster's Report to the Board / Te Pūrongo o te Tumuaki, Thursday 26 March 2026 ~ taken as read

Key Highlights

- Risk Register - The Tumuaki read to the Risk Register and updated the Board on matters that have now been closed and some that are ongoing.
- Data Reviews - Over the last few weeks the Tumuaki has carried out Data Reviews with Heads of Faculty. A review of this process is something the Tumuaki will continue to work on.
- Curriculum Review - The Curriculum Review Group will continue to lead and coordinate the ongoing review and development of the Shirley Boys' High School curriculum in response to the revised New Zealand Curriculum and the proposed changes to NCEA.
- Polyfest - this was a great day, with approximately 120 students involved.



Hearing Test Information

Provide further information to the Board regarding the hearing tests carried out in March.

Due Date: 31 May 2026

Owner: Tim Grocott

5. Public Excluded Session

5.1 Community Relationships



Public Excluded Session

Moved at 7.39pm that the public be excluded from the following parts of the proceedings of this meeting, namely Community Relationships. 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
Community Relationships	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 Mar 2026
Mover: Dani Thompson
Outcome: Approved



Move out of Public Excluded Session

Moved that the meeting move out of Public Excluded session at 7.49pm and confirm that the business discussed in Public Excluded session remains confidential but the decision, if any, be made public.

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

6. Monitoring

6.1 Policy Review

Term 1 Assurances ~ taken as read



Adoption of Term 1 Policies

Moved that the Board adopt the Term 1 policies with the amendment to the cellphone policy as presented at this meeting.

Decision Date: 26 Mar 2026
Mover: Tim Grocott
Seconded: Andrew Swift

Outcome: Approved

6.2 Staffing



Adoption of discretionary leave applications

Moved that the Board adopt the discretionary leave applications as presented at the March meeting, having been previously circulated with the Board Pack.

Decision Date: 26 Mar 2026

Mover: Dani Thompson

Outcome: Approved

6.3 Health and Safety

Minutes from Health & Safety Meeting, 10 March 2026 ~ taken as read

The Deputy Headmaster read to the EOTC High Risk Board Assurance Summary March 26 to April 26.



Adoption of the EOTC High Risk Board Assurance Summary March 26 to April 26

Moved that the Board adopt the EOTC High Risk Board Assurance Summary March 26 to April 26 and all trips presented on that register.

Decision Date: 26 Mar 2026

Mover: Rob Wilson-Pyne

Seconder: Dani Thompson

Outcome: Approved



Paintball Activity

Deputy Headmaster to investigate form class paintball activity and report back to the Board.

Due Date: 3 Apr 2026

Owner: Rob Wilson-Pyne

6.4 Staff Representative Report

Board Report - Facial Hair as submitted by staff ~ taken as read

Robust discussion took place.



Board report feedback

Presiding Member and Tumuaki to give feedback to the staff member that submitted the report on facial hair.

Due Date: 3 Apr 2026

Owners: Dani Thompson, Tim Grocott

6.5 Student Representative Report

Student Representative Report ~ taken as read

Key Highlights

- It has been a busy term with lots of activities.
- Nice to see students are sending items through to take for the Board.
- Facial hair and consistency - message delivered on behalf of a student.

- Long Haul - fundraising for cancer campaign.



Facial hair report

Tumuaki, Deputy Headmaster and Staff Rep to work on a reply to student.

Due Date: 3 Apr 2026

Owners: Nico Cook, Rob Wilson-Pyne, Tim Grocott



Long Haul Campaign

Deputy Headmaster to take campaign to the Student Council.

Due Date: 3 Apr 2026

Owner: Rob Wilson-Pyne



Uniform review - Birkenstocks style sandal with back strap

Review the inclusion of the Birkenstock style sandal with back strap as a uniform option.

Due Date: 3 Apr 2026

Owners: Dani Thompson, Tim Grocott

Communication Website

The student rep spoke to the the ongoing developments on the website and will put together some costs involved around messaging and hosting. This will be presented at a later date.

7. Administration

7.1 Confirm Minutes

Board Meeting - February 26 Feb 2026, the minutes were confirmed as presented.



Adoption of minutes from the Board Meeting held 26 February 2026

Moved that the minutes from the Board meeting held 26 February 2026, having been circulated, be approved as a true and accurate record of that meeting.

Decision Date: 26 Mar 2026

Mover: Dani Thompson

Outcome: Approved

7.2 Correspondence

NZSBA Conference - Registrations now open.

Board members that wish to attend to complete the registration online, choosing to invoice the school.

7.3 General Business

The Tumuaki spoke to the secondment of the Staff Representative to the Ministry of Education for Term 2, therefore will not attend the next three meetings.



Adoption of leave for the May and June Board meeting for the Staff Representative

Moved that the Board approve of the leave application for the May and June Board meeting for the Staff Representative.

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

Government Announcement on NCEA changes

The Tumuaki read to the email from the Minister of Education, Erica Stanford on the announcement of the NCEA changes.

Senior French Tour

Deputy Headmaster will lead the trip, along with another staff member to take 20 students on the France Tour in Spetember/October 2026. This will be communicated to the families involved.

8. Close Meeting

8.1 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!

8.2 Close the meeting

Next meeting: Board Meeting - May - 28 May 2026, 6:00 pm

Signature: _____

Date: _____