CONFIRMED MINUTES

BOARD MEETING - MAY

At the **Board Meeting - June** on **30 Jun 2026** these minutes were **confirmed as presented.**

Name:	Shirley Boys' High School
Date:	Thursday, 28 May 2026
Time:	6:00 pm to 8:14 pm (NZST)
Location:	Seminar Room - Lvl 1, 209 Travis Road, New Brighton
Board Members:	Dani Thompson (Chair), Andrew Swift, Adele Mitchell, Melody Tuliau, Nico Cook, Tim Stokes, Tim Grocott
Attendees:	Jane Forster, Rob Wilson-Pyne
Apologies:	John Thurston
Notes:	Non attendance: Arianna 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

2. Administration

2.1 Apologies

2.2 Interests Register

Interest Register up to date.

Noted: *Conflict of Interest declared for incident on Friday 15 May 2026, Deputy Chair, Melody Tulia*

2.3 Action Item List

Action list items were worked through, individually updated, progressed or closed.

Noted: *The French trip due to go in September/October is no longer going ahead. Correspondence has gone out to all involved.*

3. Resources Committee Section

3.1 Finance, Property

Stamped Financial Statements and Final Management Letter 2025 *~ taken as read*

Key Highlights

- Final result was a $13k surplus, which is a very pleasing result.
- The 2025 financial statements have been audited and were signed on the 30th of April and filed with the MOE well ahead of the 31 May reporting deadline.
- There were no audit adjustments except for those requested by the school, very pleasing result.
- There were no audit management letter points raised.

Business Manager's Report - Ripoata Te Tumu Tahua, Financial Statements to 30 April 2026 *~ taken as read*

All supporting financial reports and documents *~ taken as read*

Key Highlights

- The school is in a strong financial position.
- Currently with a ($97,906) operation deficit, which is typical for this time of the year due to:
    - resources purchased in advance
    - school funding the Collective Agreement pay increase prior to Operating Grant due in July
- The roll shift has made a positive impact on the operating grants.

Noted: *The Presiding Member thanked those involved in the completion of the annual accounts.*

Adoption of the financial statements and associated reports to 30 April 2026

Moved that the financial statements and associated reports to 30 April 2026 reporting an operating deficit of ($97,906) working capital of $3,376,692 and public equity of $4,099,805 be accepted.

Decision Date:	28 May 2026
Mover:	Andrew Swift
Seconder:	Tim Stokes
Outcome:	Approved

Property Reports *~taken as read*

Key Highlights

- Bank of hours has a healthy balance available to the school.
- N4L upgrade has been completed and issues ironed out.
- Cricket wicket construction to be carried out in the October school holidays.
- Vandalism is down across the site which is pleasing.
- Hard tech fence an ongoing issue around responsibility of maintenance.

4. Monitoring

4.1 Tumuaki / Headmaster's Report

Headmaster's Report to the Board/Te Pūrongo o te Tumuaki - May 2026 *~taken as read*

Supporting documents *~ taken as read*

Key Highlights

- The Minister of Education has confirmed that all Years 9-10 content for the New Zealand Curriculum will be required to be taught from 2027. The Staff Only Day, Friday 29 May is focused on people preparing for that implementation next year.
- NCEA will finish, with the last year being next year and from 2028 the new qualification will be introduced and staggered across three years.
- Attendance Review: This showed regular attendance in Term 1 was at 67% which was the best result in approximately six years. Pleasing outcomes for both Māori and Pasifika with both groups attendance increasing. . The report highlighted a high proportion of unjustified absence for Pasifika and is something for the school to work on.
- Social Media Report: Pleasing results and engagement across the school's social media platforms noted within the report. **Noted:** *the quality of work produced by Blake Wells, Advertising and Digital Coordinator.*

Health and Safety - EOTC *~ taken as read*

Key Highlights

- Develop a plan for approval of EOTC trips.
- Review delegations (make clearer and align with terms of reference).
- Review terms of reference.
- Add delegation for decision makers.
- Assurances need to be based on requirements under Health and Safety at Work Act.

Adoption of development for approval of EOTC trips

Moved that the Board directs the Headmaster/Tumuaki to develop a plan for approval of EOTC trips, and the plan will be presented to the Board at the June meeting for approval.

Decision Date:	28 May 2026
Mover:	Dani Thompson
Outcome:	Approved

Media Register *~ taken as read*

Annual Report - this has been uploaded to the Ministry website ahead of the required date of 31 May 2026 and on the school website.

4.2 Student Representative Report

Student Representative Report *~taken as read*

Key Highlights

- Students have raised concerns regarding repeated tampering and theft involving bicycles.
- Piercings and visual expression - to be reviewed under the Uniform Policy.
- School Website - student representative to work with the Assistant Principal regarding integrating the school's student/staff registry. Demo site will be brought to the next Board meeting.

4.3 Library Report

Library Report ~ *taken as read*

Noted: *Board thanked the Library staff for the report.*

4.4 Health and Safety

Minutes from Health & Safety Meeting, 12 May 2026 ~ *taken as read*

Key Highlights

- Ongoing issues with the fume cabinets in Science has been resolved and they will be replaced.

Adoption of EOTC activities to 30 June 2026

Moved that the Board adopt the EOTC events to 30 June 2026 as previously circulated and presented at the Board meeting.

Decision Date:	28 May 2026
Mover:	Dani Thompson
Outcome:	Approved

4.5 Policy Review

Term 2 Policies

- Education Outside the Classroom (EOTC)
- EOTC Governance Roles and Responsibilities
- EOTC Risk Assessment and Management

Any amendments to the policies to be brought to the June meeting.

Assurances will be presented at the June meeting.

Adoption of Physical Restraint for Attendance Case Manager

Moved that the Board approve of the Attendance Case Manager being able to use physical restraint now she had completed the required module, if and when required.

Decision Date:	28 May 2026
Mover:	Tim Grocott
Seconder:	Tim Stokes
Outcome:	Approved

Banking Staffing End of Year 2025 ended on Nil Balance (usage for 2025 matches our entitlement) – *MoE letter taken as read.*

5. Public Excluded Session

5.1 Staffing

Adoption to move into Public Excluded Session

Moved at 7.11pm that the public be excluded from the following parts of the proceedings of this meeting, namely staffing. 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
Staffing	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: 28 May 2026
Mover: Dani Thompson
Outcome: Approved

Move out of Public Excluded Session

Moved that the meeting move out of Public Excluded session at 7.20pm and confirm that the business discussed in Public Excluded session remains confidential.

Decision Date: 28 May 2026
Mover: Dani Thompson
Outcome: Approved

Noted: with the Staff Representation resigning there will be a By-Election held seeking nomination with the aim to have a new representive by the end of June 2026 for the remainder of the term.

6. Monitoring Continued

6.1 Funding Application

Adoption of funding application to New Zealand Community Trust for NZSS Touch Nationals 2026

Moved that an application for Shirley Boys' High School be made to the New Zealand Community Trust for accommodation and a hire van for NZSS Touch Nationals 2026 for the amount of $5,795.00 including GST.

Decision Date: 28 May 2026
Mover: Dani Thompson
Outcome: Approved

Parent Representative, Melody Tuliua removed herself from the Board meeting at 7.27pm.

7. Public Excluded Session

7.1 Student Matters

Adoption to move into Public Excluded Session

Moved at 7.28pm that the public be excluded from the following parts of the proceedings of this meeting, namely student incident. 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
Student 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: 28 May 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.

Decision Date: 28 May 2026
Mover: Dani Thompson
Outcome: Approved

Parent Representative, Melody Tuliau rejoined the Board Meeting at 7.36pm

7.2 Staffing & Health and Safety

Adoption to move into Public Excluded Session

Moved at 7.37pm that the public be excluded from the following parts of the proceedings of this meeting, namely staffing, health and safety. 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
Staffing & Health and Safety	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: 28 May 2026
Mover: Dani Thompson
Outcome: Approved

Move out of Public Excluded Session

Moved that the meeting move out of Public Excluded session at 8.01pm and confirm that the business discussed in Public Excluded session remains confidential.

Decision Date: 28 May 2026
Mover: Dani Thompson
Outcome: Approved

8. Administration

8.1 Confirm Minutes

Board Meeting - March 26 Mar 2026, the minutes were confirmed as presented.

Adoption of minutes from the Board Meeting held 26 March 2026

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

Decision Date: 28 May 2026
Mover: Dani Thompson
Outcome: Approved

8.2 Correspondence

Correspondence ~ *taken as read*

8.3 General Business



Board Meeting Dates

Board secretary to change agreed meeting dates in BoardPro. Bring a reviewed scheduled for 2027 to the next meeting.

Due Date: 4 Jun 2026
Owner: Jane Forster

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 - June - 30 Jun 2026, 6:00 pm

Signature:_____ **Date:**_____