

CONFIRMED MINUTES

WAITAKI BOYS' BOT MEETING

At the **Waitaki Boys' BOT Meeting** on **14 Nov 2019** these minutes were **confirmed as presented**.

Name: Waitaki Boys High School
Date: Thursday, 17 October 2019
Time: 6:30 PM to 10:45 PM
Location: Waitaki Boys High School, Waitaki Ave
Board Members: Andrea Ludemann (Chair), Mat O'Sullivan, Katrina Miller, Darryl Paterson, Greg Wilson, Silou Temoana, Jacob Bates
Attendees: Yvonne Boswell, Cleave Hay
Apologies: Cornel van Basten

1. Opening Meeting

1.1 Apologies

Mat O'Sullivan apologies for lateness
Silou Temoana apologies for lateness

1.2 Confirmation of Agenda

1.3 Interests Register

1.4 Karakia

Darryl read a short story from Bryce Courtney "A Recipe to Dream"

1.5 Chairs Scan

Intense month

Highlights

- Cleave Darryl and Andrea had a day in holidays white-boarding issues.
- Cleave, Darryl and Andrea met with the Boarders parents on Sunday. Both Darryl and Andrea have emailed Nick to congratulate him on running what could be a tricky meeting
- Marketing - Mat and Darryl taking the lead. 3 sites lined up for billboards. North of Oamaru, South near Palmerston and North of Omarama (triangle.) Considering getting a marketing expert
- Survey has been closed with 76 responses. Will thoroughly analyse in the coming month.
- Disciplinary committee met Monday night. Hiccup is the meeting was held outside the date it should have been as they count the holidays. Andrea has been working through that with

- Ara, met with them on Tuesday and all their courses except 1 is based in Timaru
- Seniors have chosen options and currently meeting with HOD's re: staffing
- Practice exams an improvement on last year. A lot more boys stayed for longer.
- Interviews for LSC with COL, will be announced next week.
- Demolition of science hoping to start on 2nd December
- Waiting on equipment for the Hall roof
- Boiler still on track for next year
- Prefect and major scholarship interviews are taking place at the moment
- Marketing plan becoming a matter of urgency for Hostel.
- Still waiting on the Tech teacher who is sitting an IELTS English exam. If he doesn't pass, we will re-advertise.
- Staffing for next year - managed 1.6FTTE less by natural attrition
- We have 6th highest student participation rate for sport in the Aoraki region

Donations Scheme:

We have to consult with the community and we have to make a decision whether we opt in or out of the donations scheme.

If we opt in we get \$150 for each boy then can't charge for any curriculum things. (e.g. things like \$20 social studies trips would have to be budgeted from departments (our current pay rate for donations is 40%))

Our current mode is approx \$52000, the donations scheme model approx \$57000.

Pros and cons for opting in

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automatic \$57000. Department budgets are more streamlined

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Will it stay the same (it is a draft), plus changes of government may abandon the scheme.

There will be circulars go out to parents as well.

Question for the Board: How do we survey the community? How do we make the decision?

- Katrina suggested 2/3 of those who voted needed to pass.
- A note in the school newsletter with a link asking for feedback.
- concern of not all making the decision knows the ins and outs of school finance.

Decision needs to be made by Board by 14th November



Donations feedback

Put in newsletter information and ask for feedback by 1st November

Due Date: 25 Oct 2019

Owner: Darryl Paterson

Property

Discussion over the excellent report and excellent work by the property team.

- accomodation, making sure the boys are in a block and not disrupting other guests. Plan to put seniors and juniors together to get to know.
- Budget: breakdown required for the Board and transparency.
- Making sure spider bites and snake bites are on the RAMS forms
- Is High risk because its overseas

All parents and boys will sign code of conduct before they go.

Excellent fundraising effort by the Cricket Club. Will only cost the boys \$400 each.

Jason will make the minor changes to the RAMS and put them through the process of signatories.

Jason Mavor left the meeting at 8.45pm

3. Previous Minutes

3.1 Confirm Minutes

Waitaki Boys BOT Meeting 11 Sep 2019, the minutes were confirmed with the following changes:

Change Cleave to visitor, not board member

Matters arising - courses with NZSTA - encouraged to utilise them as they are in Oamaru

3.2 Action Item List

Due Date	Action Title	Owner
13 Sep 2019	Share template of hours with Board Status: Completed on 23 Sep 2019	Yvonne Boswell
13 Sep 2019	PB4L information Status: Completed on 23 Sep 2019	Yvonne Boswell
13 Sep 2019	policies Status: Completed on 23 Sep 2019	Yvonne Boswell
20 Sep 2019	Survey alterations Status: In Progress	Andrea Ludemann
20 Sep 2019	Trello Status: In Progress	Cleave Hay
20 Sep 2019	Policies Status: Completed on 17 Oct 2019	Cleave Hay

4. Other Business

4.1 Ratify Policies

Comments:

Fraud reporting: Change Audit team to WBHS Executive Officer or Rector



Ratify Policy

Motion that we adopt the Fraud prevention policy and procedure

Decision Date: 17 Oct 2019
Mover: Katrina Miller
Seconder: Silou Temoana
Outcome: Approved



Board Pro

Andrea to confirm with Cornel as we agree in principal to go with Board Pro

Due Date: 25 Oct 2019

Owner: Andrea Ludemann

Working group on 31st October 7pm to discussi prep for strategic plan.

6. Close Meeting

6.1 Close the meeting

Next meeting: Waitaki Boys' BOT Meeting - 14 Nov 2019, 7:00 PM

Signature: _____

A handwritten signature in blue ink, appearing to be 'A. Ludemann', written over a horizontal line.

Date: _____

14/11/19