

CONFIRMED MINUTES

BOARD MEETING 10

At the **Board Meeting 11** on **27 Sep 2022** these minutes were **confirmed as presented**.

Name:	Waitaki Boys High School
Date:	Tuesday, 13 September 2022
Time:	6:45 pm to 9:58 pm
Location:	Waitaki Boys High School, Waitaki Ave
Board Members:	Andrea Ludemann (Chair), Cornel van Basten, Darryl Paterson, Ethan Reille, Greg Wilson, Katrina Miller, Kirsti Broad, Mat O'Sullivan, Paul Edmondston, Silou Temoana
Attendees:	Kara Cox

1. Major Decisions and Discussions

1.1 Welcome

- Andrea welcomed all to the meeting.
- Greg shared a poem as his karakia.

2. Opening Meeting

2.1 Interests Register

2.2 Confirm Minutes

Board Meeting 9 2022 30 Aug 2022, the minutes were confirmed as presented.



August Minutes Confirmed

August Minutes Approved

Decision Date: 13 Sep 2022
Mover: Cornel van Basten
Seconder: Greg Wilson
Outcome: Approved

2.3 PE - HOD

Ray Boswell entered the meeting at 6.55pm.

- Andrea welcomed Ray to the meeting.
- Report taken as read.

- Highlight from report: Most difficult year so far in my career, with Covid disruption and lack of motivation from students its been hard to getting them back up and into it. Great outdoor education class, have been utilizing the woodland area on school grounds. Practical work has been great but the theoretical side has been more of a struggle.
- Common theme from departments has been lack of engagement and high anxiety levels.
- Developing a great golf team, which has helped some students with anxiety. Great senior class working on their running paces.
- My study series: Utilized with Year 11 last year and Year 11 and 12 this year - will potentially add Year 13 next year.
- The way its tracking all students should get over the line and pass.

Katrina Miller entered the meeting at 7.13pm.

- Physical fitness over the last few covid years has definitely decreased - also the motivation to get into training or school based physical activities is lacking. Students have some lack of resilience and don't want to push themselves. Its not a bad thing to let the students fail at activities or with training - they learn resilience and learn from their mistakes.
- The 6 day timetable has been a struggle for PE as we now only have PE twice with Juniors in a 6 day period.
- Middleton report taken as read.
- Charges need to be reviewed and possible compensation for people taking trailers etc up there.
- Clear to do list for upkeep and maintenance on the lodge. Upgrading on bedding etc would be beneficial if we are booking in school groups.
- No formal lease but still pay \$1500 per year. We own the bunk house on Doc owned land - if they ever revoked the lease we would be able to remove the bunk house.
- Andrea thanked Ray for his time and for his reporting.

Ray exited the meeting at 7.33pm.



Trapshooting Rams

Trapshooting RAMs approved.

Decision Date: 13 Sep 2022
Mover: Mat O'Sullivan
Secunder: Greg Wilson
Outcome: Approved

3. General business

3.1 Staff survey

- Kirsti gave an overview on how the SSR team are working through the staff survey data.
- SSR team is made up of parent representatives and staff representatives.
- Team working through staff data and will put together proposals with the Board.
- Still awaiting student data - currently at 50%.

3.2 Rector Appraisal

- Appraisal process has been completed by Brent Russell.

The Board moved into Committee at 7.41pm.

- The Board congratulated Darryl on the objectives that have been met. The Board was disappointed in the reports clarity. The Board will be recommending to the incoming Board to reassess the appraisal process. The Board is looking forward to seeing the growth come from the recommendations.

3.3 Policy review

- Privacy Policy - Darryl to discuss at conference re Privacy audit and feasibility around this.



Privacy Policy Adopted

Privacy policy adopted pending Darryls clarification on annual audit.

Decision Date: 13 Sep 2022
Mover: Cornel van Basten
Seconded: Paul Edmondston
Outcome: Approved

- Social Media Policy
- Darryl and Kara have added supporting documentation.



Social Media Policy Approval

Social Media Policy approved pending inclusion of the word 'harmful' to the document in specified space.

Decision Date: 13 Sep 2022
Mover: Greg Wilson
Seconded: Mat O'Sullivan
Outcome: Approved

- Investigation Policy and Procedure - Postpone next review until next year
- Overseas travel Policy
- Protection of disclosure policy - need to add links to new act. Cornel to send links to Kara to add into document.



Policy update

Update of Policy and Procedure document pending addition of links to acts under Protection of Disclosure Policy.

Overseas travel and Investigation policy and procedure to be reviewed next year.

Decision Date: 13 Sep 2022
Mover: Cornel van Basten
Seconded: Kirsti Broad
Outcome: Approved

- Cornel to go back to Scott re Don House policy
- Don House Fees Policy - BM recommendation to split payments 30/30/20/20.
- The Board expressed their gratitude to Cornel for all her hard work around Policy.



Don House Fees Policy

Don House Fees Policy payment split edit to 30/30/20/20.

Decision Date: 13 Sep 2022
Mover: Mat O'Sullivan
Seconded: Greg Wilson

Outcome: Approved

3.4 ERO reporting

- Kirsti updated the Board on the ERO zoom attended by Darryl and herself.
- Biggest change is the new proposal - same format re interviews, go through strategic plan etc. you then collaborate to come up areas for improvements and then work with you collaboratively over the next three years.
- Process will be similar to previous.
- Suggested Board to look at SKC, Wakatipu profiles who have been through the process.
- Suggested current Board to come up with 6 areas to look at and new Board to come up with 6 areas to look at.

3.5 Induction list and handover

- Induction list and handover discussion.
- Fraser Farm - small passionate and dedicated team. This is a fantastic asset that sets the school apart. New appointment will be key here.
- Finance - Key things: Budget and building relationship with BM. Keeping an eye of trust funds and making sure they are used accordingly. Big projects upcoming so linking in with Property and Don House sub would be crucial.
- Old Boys Assn.
- Property - Maintenance planning, look at different approach and possible outsourcing as we do not have enough hours.
- Foundation - Will want to see a smooth transition, quality of reporting is important.
- Disciplinary sub committee
- HOM - Work in progress.
- Hall of Memories Trust - Need to go back and read trust deed for some clarification.
- Don House - Do we need a sub committee with renovations that will be going on. Keep working on marketing.

3.6 HR update - in committee

- Board moved into Committee at 9.03pm to discuss HR matter.

Silou exited the meeting at 9.11pm.

3.7 Board reflection

- 20th September - Student voice session with the Board.
- Creek working bee this Sunday.
- Hall of Memories - Forgie beginning QS work - needs to be formalized as sits out site normal scope of Ministry buildings. Need to look at engaging a formal fundraiser.
- Erosion issue - meeting had with Gary Kircher and Simon Cruickshank - Ministry has seconded a business Beca to undertake work around erosion - meeting with them to take place next week.
- Met with Parkside quarries, they are doing some design work for a Yr 13 students piece.



Student voice meeting

Student voice meeting.

Due Date: 19 Sep 2022

Owner: Andrea Ludemann

- Board shared their reflections of the past 3 years.
- Board discussed process moving forward when the new Board takes effect.
- Community comms to be done after next meeting.

4. Actions from Previous Meetings

4.1 Action List

Due Date	Action Title	Owner
28 Feb 2022	Middleton Lease Status: In Progress	Darryl Paterson
29 Apr 2022	Student voice Status: Completed on 27 Sep 2022	Darryl Paterson
23 May 2022	Privacy Policy and Procedure Status: In Progress	Darryl Paterson
31 Jul 2022	Restraint Training for Staff Status: On Hold	Darryl Paterson
31 Jul 2022	Middleton Report Status: Completed on 7 Sep 2022	Darryl Paterson

5. Close Meeting

5.1 Close the meeting

Next meeting: Board Meeting 11 - 27 Sep 2022, 6:45 pm

Karakia

Evaluation

EOM

Signature: _____

Date: _____

27/9/2022

