

CONFIRMED MINUTES

MARCH BOARD MEETING

At the **April Board Meeting** on **28 Apr 2026** these minutes were **confirmed as presented**.

Name:	Waitaki Boys' High School
Date:	Tuesday, 31 March 2026
Time:	5:30 pm to 7:23 pm (NZDT)
Location:	Waitaki Boys High School, Waitaki Ave
Board Members:	Stacey Hayes (Chair), Darryl Paterson, Erik van der Spek, Greg FAMILTON, Heather Martyn, Quinn Neal
Attendees:	Linda Crossley
Apologies:	Akuhata Pirere, Megan Innes

1. Opening Meeting

1.1 Welcome

Stacey Hayes, Presiding Member welcomed everyone and opened the meeting at 5:30pm
Apologies were read

1.2 Karakia

As Megan Innes was an apology for this meeting, Erik van der Spek presented a Karakia:

Ehara taku toa i te toa takitahi, engari he te toa taki tini
My strength is not as an individual but that of the collective

1.3 Interests Register

1.4 Confirm Minutes

February 2026 School Board Meeting 24 Feb 2026, the minutes were confirmed as presented.



February 2026 Minutes Approved

The February 2026 meeting minutes were approved, with one change.
Heather Martyn was marked as being present at the Feb meeting, but was an apology

Decision Date:	31 Mar 2026
Mover:	Greg FAMILTON
Seconder:	Erik van der Spek

Outcome: Approved

Resolution in Lieu of a Meeting was presented as part of the Board Pack for this meeting.

It was resolved that WBHS approve the WBHS Foundation proposed Trust Deed of Settlement amendment, as per the WBHS Foundation Notice of the Special General Meeting.

Signed by all School Board members between 11 & 19 March 2026

2. Sub Committee and reporting

2.1 Rectors Report

Darryl Paterson, Rector presented his report and it was marked as read.

Darryl talked through the main points of his March 2026 report.

Parent/Teacher interviews went very well with a good turn out. A successful Personal Development day was enjoyed with WGHS on the Teacher Only Day of 20 March. Lloyd Martin was a very impressive presenter who had a very interactive presentation. Topics discussed were how to keep school as being a safe space, and how they can help the boys reach that.

A cultural assembly was had two weeks earlier, where all enjoyed an outstanding Filipino presentation from our Filipino students. On culture, the school are now beginning and ending all meetings with a karakia. Darryl is looking at creating a teachers maori committee, so that those interested staff could increase their Te Reo knowledge.

Consistency is currently the biggest focus within staff at the moment. Not so much around teaching, but more around behavioural management. There is no blanket approach, but there is an individual coaching strategy being implemented.

Mike Magee, Caretaker has handed in his resignation as he is retiring. The school have really enjoyed Mike's work ethic, can do attitude and smiley presence around the school. He is being replaced with Murray Scott, and unfortunately due to Kelvin McFelin being hospitalised, Murray has started earlier to cover that absence. Murray is a WBHS old boy and his wife, Lea, is one of our relief teachers.

Junior and Senior Basketball teams have headed to the Gold Coast with a full schedule of games with other teams over there. The purpose being for their personal development in their sport, and to play with and enjoy other teams.

Sadly there has been a spate of negative behaviour in the past week resulting in 5 student suspensions and another 2 students being stood down. Hearings must be held within 10 calendar days, discussion followed.

Stacey and Heather are available all next week, Greg is available on Wednesday day time only, Darryl is available all except for Friday next week. The Board agreed that former Board Members who have experience with suspension hearings may be happy to step in if required.

Discussion followed.

Darryl is meeting with the student council tomorrow for their feedback on the annual plan.

Sports results have been great. NCEA grades have gone up with dedicated assistance from staff helping boys, and that keeps WBHS above average in scores in levels 2 & 3.

The school enjoyed a great visit by a housemaster from Bangkok, and the Don House Open Day was a success.

After the Annual Plan consultation and some senior leadership team tweaks, it is now up on the schools website. Darryl shared a google form template with the School Board to be sent out in the community for feedback. Discussion followed.



School Board providing Morning Tea Shout for staff on last day of term, 2 Apr 2026

The School Board are shouting morning tea for staff on the final day of term.

The schools admin team will organise the catering.

Due Date: 2 Apr 2026

Owners: Erik van der Spek, Greg Familton, Heather Martyn, Quinn Neal, Stacey Hayes

2.2 Property

Erik van der Spek presented the property report, and it was marked as read.

MOE have returned with draft 5 year plan for the school, with some alterations to the original funding proposed. The school now need to get back to MOE with their feedback, details of which are in the Property Report

Replacement of bridges were discussed, and the gym flooring was discussed. Prioritising what work needs to be done and when, including carpet replacement discussion.

The affected bridges requiring repair is the one next to the cycleway and the first bridge leading to the gardens. Discussion followed.

2.3 Policy & H&S

Greg Familton presented his report and it was marked as read.

Questions were asked about the schools sun policy. The School Board were assured that the school have sunshades that go up in summer, and sun screen is supplied for swimming sports, and PE.

The school's hazard and risk registers were discussed, with the school following MOE guidelines as to procedures, reporting and policy, as per government requirements.



Risk Management

Erik to look at this

Due Date: 31 Mar 2026

Owner: Erik van der Spek

2.4 Don House

Darryl Paterson presented the Hostel report on behalf of Aku, and it was marked as read.

At that meeting, Ryan had talked about his expectations, and is finding a few challenges in terms of behaviour.

He has prepared a behaviour schedule, and will be implementing reports for parents, twice a term. A new facebook page has been constructed and is regularly being updated.

1 x new boarder is starting in term 1. He is a Year 10 student.

Discussion followed.

Don House behaviour is improving from the schools perspective, and having the Senior Leadership Team helping with prep is really helping in terms of behaviour.

A new Don House Behaviour Management Policy has been implemented and circulated to hostel families.

2.5 Cultural

Quinn Neal presented his report and it was marked as read.

Meetings have been organised, but having those who were invited all being available at a certain time is proving problematic. Quinn is working on a new date, likely to be in late April or early May.

Quinn asked the other board members what the purpose and outcomes were expected of the cultural sub committee. Discussion followed.

Matariki will be celebrated next term, in week 11.

2.6 Finance

Heather Martyn presented the financial reports and they were marked as read.

With February 2026 being the first term time month of the calendar year, both the school and hostel are ticking away nicely with no cause for concern.

Likewise being the start of the school year, department spending increases as they set up for the new year.

The 1st quarter operational grant was received in January, with the 2nd quarter being due in April - with some increase due to the increased school roll.

The 2025 audit preparation was submitted on time, with our financial reports being consolidated in to the Kiwipark model, as per MOE directive. Deloitte are school auditors, and they work through the school audits in the order that they are received. We will be contacted by Deloitte when they start on our Audit.

A computer lab lease to return has been extended on an annual basis as we believe there are at least 2 more years left in these pc's.

A quote for a side by side farm bike was presented to the School Board, with discussion on ways that this could be purchased, if the School Board approved the purchase. After discussion, a decision was reached and the purchase was approved.



Purchase of a Side by Side Farm Bike

It was decided that some of the interest from the Hannah Fraser Trust fund could be used, as this fund had just matured, with the balance being reinvested back in to a Term Deposit. The purpose of the Hannah Fraser Trust Fund to WBHS is for the funds provided to the school for the purpose of prizes and/or trophies for agriculture or farming competition, promotion of instruction (equipment or otherwise) in agricultural farming or veterinary subjects, and extending to pupils of limited means financial aid to facilitate the study of agricultural farming or veterinary subjects.

The decision was made to reinvest \$100,000 back in a Term Deposit, with \$4,298.49 (being interest earned from 2024 through 2025) being made available to the Farm to put towards the purchase of the Side by Side farm bike.

The balance of the purchase was to be paid from the Farm earnings.

Reinvest 100k back to TD, balance interest going towards Side x Side.

Balance coming out of farm funds

Decision Date: 31 Mar 2026

Mover: Stacey Hayes
Seconder: Heather Martyn
Outcome: Approved

2.7 PEB - Public excluded business

2.8 ERO

ERO Discussion.

Stacey Hayes forwarded an email to all School Board members regarding a Board Survey, in week 7 on the week of Kings Birthday.

ERO will then forward their findings to Darryl who will forward on to the School Board.

Discussion followed. ERO will be looking at what our policies are, appointments process, they have changed the reporting system from Term 2, they will get in to classrooms as well. They will be looking at how teachers gather student information, and how they deal with it. They will want to know how we are adding value. Darryl talked through the expectations at length, and discussion followed.

2.9 Committee Delegations & Review of how they are going

The Presiding Member raised a discussion about the Boards Committee delegations

Discussion followed

It was confirmed that the Board was guided by sub-committee's.

Suspension Committees were discussed.

Student Council was discussed.



The board approves former board members being on the suspension committee at suspension hearings

Approved

Decision Date: 31 Mar 2026
Mover: Greg Familton
Seconder: Erik van der Spek
Outcome: Approved

2.10 Chair scan

Congratulations were passed on to Erik van der Spek for his new role as Chairperson of the Hall of Memoriest Trust.

The WBHS Foundation and Old Boys Association developments were discussed.

A Board Checklist for Term 1 was shared with the School Board.

Each item on the Board Checklist was discussed.

A decision needs to be made around setting a date for the Student Representative election. The process was then discussed, with a decision being made to hold elections on 3 Sept 2026



3rd Sept 2026 Student Election Date

The date for the Student Representative election was agreed to be 3 September 2026.

Decision Date: 31 Mar 2026
Mover: Stacey Hayes
Seconder: Erik van der Spek
Outcome: Approved



Cut off date for Mid Term Elections for School Board

Stacey Hayes is to research the cut off date for Mid Term Elections, and report back to the School Board

Due Date: 24 Apr 2026
Owner: Stacey Hayes

3. Correspondence

3.1 Inward and outward

A letter of acknowledgement to Mike Magee of his resignation due to retirement on 10 April 2026
 An Official Information Request has been made, with Stacey Hayes to respond



Correspondance accepted

Appro
Decision Date: 31 Mar 2026
Mover: Erik van der Spek
Seconder: Quinn Neal
Outcome: Approved

4. Action List

4.1 Action List

Due Date	Action Title	Owner(s)
26 May 2025	Signage on Sports Fields Waitaki Avenue Status: In Progress	Erik van der Spek
24 Jun 2025	Rectors Residence Status: In Progress	Darryl Paterson
1 Feb 2026	WDC Submission Status: Cancelled on 5 Mar 2026	Darryl Paterson
20 Aug 2026	Set up Google Whiteboard for Strategic Planning Status: Cancelled on 5 Mar 2026	Darryl Paterson
20 Oct 2026	2026 Strategic Plan Feedback Status: Completed on 28 Apr 2026	Darryl Paterson

5. Forward meeting schedule

5.1 Forward Agenda Meeting schedule

5.2 Meeting Evaluation

Greg Familton presented the meeting evaluation.

He felt everyone contributed, that the meeting was productive, and decisions were made quickly - resulting in a great meeting

6. Close Meeting

6.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Approved decisions made between meetings



Adoption of 2026 School Budget

Motion to accept the revised 2026 WBHS budget

8 Supported: Akuhata Pirere , Darryl Paterson , Greg Familton , Heather Martyn , Megan Innes , Quinn Neal , Stacey Hayes , Erik van der Spek - Voting in support to keep this moving. I still believe all relevant transaction in the same accounts would be best practice but as all other support the budget as it stands i would be outvoted in a normal meeting and flying minutes need 100% support.

0 Opposed:

0 Abstained:

Decision Date: 3 Mar 2026

Outcome: Approved



Hostel Budget 2026

To approve and adopt the Hostel Budget for 2026

8 Supported: Akuhata Pirere , Darryl Paterson , Greg Familton , Heather Martyn , Megan Innes , Quinn Neal , Stacey Hayes , Erik van der Spek - I think having all relevant transactions in the same set of accounts is best practice but vote in support to keep things movingas all others are in favor and would be outvoted in a normal meeting and as a flying minute needs 100% in support.

0 Opposed:

0 Abstained:

Decision Date: 5 Mar 2026

Outcome: Approved

Signature: _____

Date: _____

26/3/2026