



1 PRESENT

- Charles Breurkes (Chair), Phil Holstein, Murray Paull, Brent Crammond, Tracy Scott, Anna Kendrick, Chris Dann, Andrea Loubser

1.1 In attendance

- Andrea, Griffin, Sheryl Crase
- Rachelle Stidder, Nadine Brouwer, Suzanne Baldwin for items 4.1 and 4.2.

2 APOLOGY

- James McNeill

3 MEETING COMMENCEMENT

- 5:00pm

4 OPENING DISCUSSIONS

- Rachelle Stidder, Nadine Brouwer and Suzanne Baldwin joined the Board to present results from the Year 10 Student Engagement Survey, and the Teaching and Learning During COVID-19 survey completed by staff, whānau and students.

4.1 Student Engagement Survey

- The board was briefed on the purpose of and background to the Year 10 engagement survey and advised that the aim was to utilise this data to inform professional development.
- Rachelle provided an overview of the survey results and detailed the recommendations, which were:
 - Building positive relationships between teachers and students.
 - Increasing cultural responsiveness across the whole school
 - Providing diverse, flexible approaches to teaching and learning
 - Teaching more capabilities/competencies, such as time management for example, which will enable students to overcome challenges and self motivate
 - Increasing awareness that all subjects are valuable for many different reasons
- Teachers have reviewed the results, identified school wide themes, and are reviewing their own practices with these in mind.

4.2 Teaching and Learning During the COVID-19 Remote Learning Experiences

- Teachers, students and whānau completed the survey. There was a high level of response which has created a significant dataset.
- Key themes:
 - Students: enjoyed the flexibility and choice of work, improved wellbeing and less distraction while working at home during the lockdown period.
 - Teachers: enjoyed the flexibility, learning new digital tools, differentiation, and were surprised how well it worked.

- Suzanne advised that BHS had been well set up for digital learning with Schoology and staff had adapted very well and very quickly to the requirements for delivering teaching and learning online. She noted that the key theme of flexibility was also one of the cornerstones of the Education Brief.
- The challenge will be to take this feedback forward, through pedagogy, curriculum and into strategic and annual planning.
- It was acknowledged that things that worked well in the home environment might not work so well in the school environment.

4.3 Student Achievement Targets

- Phil provided an overview of the Student Achievement Target: 2020 Action Plan, noting that measuring engagement commences in Year 9 with a school wide focus on Year 10 students with the aim of avoiding a dip in engagement.
- He highlighted that the three key points - flexibility, wellbeing and cultural responsiveness – are aligned with goals in the strategic plan.

4.4 Annual Plan

- Phil advised that good progress had been made in achieved Annual Plan targets, despite activities such as professional development, being impacted by the lockdown.
- He highlighted that investment in the website and in Schoology had provided a strong platform for communication and learning online during the lockdown.
- Charles acknowledged the improving strength of the te reo Māori programme.

4.5 Website

- ACTION: Phil to follow up provision of public access space for Board minutes/Policies and Procedures..

5 REGISTER OF INTERESTS

- No changes advised. No conflicts declared.

6 MINUTES

- *Moved from the Chair* that the minutes be approved as a true and correct recorded. Approved.

7 CHAIR'S BUSINESS

7.1 Resolutions passed by email

- Noted that the following resolutions had been unanimously passed, via email, since the June BoT meeting.
 - That application be made to Pub Charities Ltd for a grant of \$6,743.00 GST Exclusive for accommodation and van hire for 35 students and teachers to attend the Volleyball New Zealand South Island Junior Championship in Invercargill from the 22 November to 26 November 2020;
 - That application be made to the Southern Trust for funding for the amount of \$9,982.00 GST Exclusive for airfares for 35 students and staff travelling to Invercargill for the Volleyball New Zealand South Island Junior Championships on the 22 November to 26 November 2020; and
 - That an application be made to the Mainland Foundation for funding for the amount of \$3,040.00 GST Exclusive for accommodation for the Senior Girls Netball Team to be

attending the Regional Netball Tournament in Timaru from the 30th August to the 2nd September 2020.

7.2 Funding Application

- *Moved from the Chair* that the Board resolved that an application be made to The Lion Foundation for accommodation and airfares for the Senior Girls Touch Team, NZSS Touch National Championship in Rotorua from the 11-13 Dec 2020. The total amount requested is \$7062.00 GST exclusive.

Carried.

8 PRINCIPAL'S REPORT

- Phil spoke to his written report, highlighting key points:

ERO Review

- This year, ERO reviewers conducted phone interviews, separately, with the Chair and the Principal. A summary of these conversations has been provided but needs further work. It is understood that the current three year review model will not continue, however, details of the new model are not yet known.

Parent Teacher Conference Day

- A full day Conference Day, with appointments throughout the day was trialed this year and had generally worked well.
- Difficulties for some working parents/whānau to attend daytime appointments was acknowledged and it was agreed that it would be valuable to offer the option of evening appointments next year. Andrea G suggested linking this event with the course selection process.

Health and safety

- Andrea provided further information on the concussion injury suffered by a student during the recent ski trip. She advised that the PE team attending were proficient in first aid, and both staff and students had done an amazing job under difficult and traumatic circumstances. It was pleasing to hear that the student had recovered well and had no ongoing issues.
- The Board agreed to provide written acknowledgement to each of the teachers and students involved.

School roll

- Aiming for a target of 465 Year 9 enrolments, 18 classes. To date there are 449 confirmed enrolments for 2021, with another 29 in zone enrolments likely to be received.
- Specialist Music Programme (SMP): 41 applications, with 22 places offered following auditions, and 19 acceptances.

Sick leave

- Phil advised he requires surgery and will be away for a period of four weeks. Andrea G will be Acting Principal, Matt White will be Acting Associate Principal and Darryn Findlay will be Deputy Principal filling Matt's role during Phil's absence.

8.1 Approval of report

- *Moved Phil, seconded Tracy* that the Principal's Report, and recommendations therein, be approved. Carried.

9 FINANCE REPORT

- Andrea L spoke to the written reports, acknowledging the efforts by the school's leaders to constrain expenditure. May results were favourable, with a predicted year end deficit of \$18k, a significant improvement against the \$310k deficit originally forecast.

2021 Budget approach

- Noted that, due to ongoing COVID-19 related uncertainty, the Finance Committee recommended moving to a traditional budgeting approach for the 2021 year.
- *Moved Andrea, seconded Chris* that the Board approves a departure from the previous zero-based budgeting to a traditional budgeting approach based on historical information for the 2021 year. Carried.

9.1 Approval of report

- *Moved Andrea, seconded Brent* that the Finance Report be approved. Carried.

10 POLICIES

Approval of policies

- *Moved Chris, seconded Tracy* that the following policies be approved.
 - Health and Safety.
 - Support of Students.
 - Health Curriculum (Sexuality Education) – 2 year review.
- Carried
- The following points were noted:
 - Under current legislative requirements, the Health Curriculum (Sexuality Education) requires a two year review.
 - Charles suggested that at next review, the Support of Students policy incorporates some comment on supporting and inclusion of cultural identity.

Other policy updates

- *Timetabling* – now with PPTA reps for final comment.
- *Financial Management / Gifts and Emoluments / Prevention of Theft and Fraud* - scheduled for review by Andrea L/Chris/Tom Music.
- *Assessment and Reporting* – on hold
- *Staff Performance and Appraisal* –on hold.

11 STUDENT TRUSTEE'S REPORT

- Anna spoke to her written report, noting that it was a busy and productive term with focus on the end of the year.
- *Moved Anna, seconded Brent* that the Student Trustee's Report be received. Carried.

12 PROPERTY REPORT

- Brent provided an update, highlighting the following:

Master planning

- More detailed plans now in development for Science and Technology block and Student Support Services block.
- \$21.3m funding now confirmed for entire Masterplan – this has been incorporated into the plans.
- Master planning group will review the detailed plans before they go to the wider staff.

- Pool upgrade is progressing. Quote for just over \$600k, with \$550k funding allocation confirmed for this.

Weather tightness issues

- A survey of the admin and library building was undertaken over the holidays with a verbal report provided by MoE - written report not yet received.
- Some issues identified as requiring immediate attention. Admin block will require repairs in medium term.

13 MOVE TO PUBLIC EXCLUDED

Moved by the Chair that the public be excluded from the following parts of the proceedings of this meeting, namely – agenda item 11 ("Public Excluded")

The general subject of each matter 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 ("LGOIMA") 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 this resolution
<i>Principal's Appraisal</i>	It is necessary to exclude the public from this part of the meeting in order to protect the privacy of natural persons (i.e. the Principal, the subject of the appraisal), being a good reason for withholding information under s9(2) of the Official Information Act 1982 ("OIA").	Pursuant 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 exists under the OIA.
<i>Specialist Music Programme</i>	It is necessary to exclude the public from this part of the meeting in order to protect the privacy of natural persons (i.e. the student the subject of the programme), being a good reason for withholding information under s9(2) of the OIA	
<i>Staff Complaint</i>	It is necessary to exclude the public from this part of the meeting in order to protect the privacy of natural persons (i.e. those involved in and with the complaint), being a good reason for withholding information under s9(2) of the Official Information Act 1982 ("OIA").	

This resolution is made in reliance on section 48(1)(a) of the LGOIMA and the particular interest or interests protected by sections 6, 7 or 9 of the OIA which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as set out in the table above.

14 MEETING CLOSURE

- 8:00pm

SIGNED AS A TRUE AND CORRECT RECORD



 Charles Breurkes, Chair

28/10/2020

 Date