



## BOARD OF TRUSTEES

Minutes of meeting held 25 May 2022 in the Boardroom

### 1 PRESENT

- Charles Breurkes (Presiding Member and Chair of the meeting), Murray Paull, Wayne Muncaster, Andrea Griffin (Acting Principal), Dev Patel, Chris Dann

#### 1.1 In attendance

- Chris Jansen (for item 3), Sheryl Crase (minutes)

### 2 APOLOGIES

- Phil Holstein, Tracy Scott, Alan Robertson (Acting Associate Principal)
- Chris Dann (for lateness)

### 3 OPENING DISCUSSION: 2023-2025 STRATEGIC PLAN

- Chris led discussion on the draft strategic plan, noting that good progress had been made to date, and it was now just a matter of refining and ratifying the key themes.
- The board reviewed the document during the meeting with some modifications made.

#### Next steps

- The document will be made available for members of the board to add notes or comments.
- Phil, Charles and Chris Jansen will collate relevant material from the current Charter to add to the new draft.
- There will be further consultation with the SLT.
- Implementation implications will be taken into account during development of the 2023 Annual Plan
- An updated draft will be circulated by email in late July for board feedback.
- The final draft will be tabled for formal ratification at the August board meeting.

### 4 REGISTER OF INTERESTS

- No changes advised.

### 5 APPROVAL OF MINUTES

- *Moved by the Chair* that the minutes of the meeting held 23 March, 2022, be approved as a true and correct record. Carried.

### 6 CORRESPONDENCE

- The following item of outwards correspondence was noted: BHS Chair to Teach NZ dated 27/04/22 (advising board approval of the Principal's sabbatical leave).

## 7 CHAIR'S BUSINESS

### 7.1 Approval of school trip

- *Moved by the Chair* that the board approves in principle a request for the BHS Volleyball team to attend an Australian tournament on the Gold Coast in December 2022. Carried.
- Andrea confirmed she was happy with the RAMS/safety arrangements.

### 7.2 Resolution passed by email

#### 30 March 2022

- That due to changing circumstances and government directives relating to Covid 19 restrictions, the board now rescind the motion of 24 November, 2021, requiring vaccine passes to be held by any person entering the Aurora Centre.

*Unanimously approved 31 March 2022.*

## 8 PRINCIPAL'S REPORT

- Andrea provided a brief overview of the Principal's Report, adding the following points:

#### Covid update

- Around 10-12 students away each day, but an increase in COVID related teacher absences with a move to a hybrid learning model being considered.
- Confirmed there is a possibility for teachers to return part time if necessary.

#### Property update

- Advice has been received that water and power will shortly be cut F Block, which will also disable the fire alarms.
- The MoE has provided assurance that this is standard process and that once this occurs, Naylor Love will take up responsibility.

## 9 FINANCE REPORT

- Wayne spoke to his written report, highlighting the following points:
  - \$400k has been invested in purchasing new uniform items. Details of the arrangement with the PTA are yet to be finalised.
  - Auditors advise they are on track to submit the 2021 Annual Financial Statements by the 31 May deadline.
  - Further work on the forecast has identified that the predicted deficit of \$900k is reduced to \$600k with hope of this being lower still.
  - 11 international students have been confirmed for the second half of year. However, a lot of the current international students are in Year 13 and will drop off the roll at the end of this year and numbers for 2022 are not known.
  - While there are significant reserves available, at this point, ongoing deficits will not be sustainable and around July, the budget for the last two quarters may need to be revised. Considerations for 2023 will also need to be taken into consideration.
- Andrea advised that the Ministry has indicated there will be funding available to offset the COVID related relief costs.
- *Moved Wayne, seconded Brent* that the Finance Report be received. Carried.



## 10 POLICIES

- *Moved from the Chair* that the following updated policies be approved:
  - Social Media Policy
  - Appointment of Staff Policy
  - Declaration of Eligibility
  - Governance Policy
- Carried
- Noted that the Education Outside the Classroom (EOTC) Policy requires more work and remains in draft, and that the ERO audit had identified the need for a Physical Restraint Policy to be developed, or physical restraint matters need to be incorporated into an existing policy.

## 11 PROPERTY REPORT

- Minutes of Property Committee meeting held 9 May, 2022, noted. Brent highlighted key points in the minutes.
- Andrea confirmed that:
  - The new caretaker will commence after Queen’s Birthday weekend.
  - The school’s Evacuation Plan has been revised to take into account changes on school site due to F Block demolition and associated fencing.
  - An enclosure has been installed around the C block electrical switchboard.

*Chris joined the meeting at 7:00pm*

## 12 STUDENT REPORT

- Report noted. Dev highlighted key points in his written report.

## 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 14 ("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
Student related matters	It is necessary to exclude the public from this part of the meeting in order to protect the privacy of natural persons, being a good reason for withholding information under s9(2)(a) 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.

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 CONCLUSION

- 8:10pm

**SIGNED AS A TRUE AND CORRECT RECORD**

*C. Breurkes*

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Charles Breurkes, Presiding Member

*22/6/22*

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Date