

CONFIRMED MINUTES

SBHS BOARD MEETING



At the **SBHS Board Meeting** on **9 Aug 2023** these minutes were **confirmed as presented**.

Name:	Southland Boys' High School
Date:	Wednesday, 14 June 2023
Time:	4:00 pm to 5:33 pm (NZST)
Location:	Southland Boys' High School- STAFF ROOM, 181 Herbert Street Invercargill 9810
Board Members:	Chami Abeysinghe (Chair), Emma Smaill (Chair), Janine Hopcroft, Kieran Middleton, Melissa Kean, Nick Brown, Shaun Fitzgibbon, Simon Coe
Attendees:	Janine Loader

1. ADMINISTRATION

1.1 Welcome

Warm welcome to everyone by Co-Chair, Ems Smaill.

1.2 Board members Interests Register

Declaration of conflict of interest received from Kieran Middleton; short-term contract with SGHS.

1.3 Action Item List

Due Date	Action Title	Owner
14 Jun 2023	Bus Policy Status: Completed on 9 Aug 2023	Chami Abeysinghe
14 Jun 2023	Hostel Management Status: Completed on 4 Aug 2023	Simon Coe
9 Aug 2023	Incentives System Status: On Hold	Simon Coe
6 Dec 2023	International Student Business Plan Status: In Progress	Simon Coe
6 Dec 2023	Consultation about changes to school uniform Status: In Progress	Simon Coe

School Uniform – with H & J Smiths imminent closure, SBHS is looking at working with Kukri to supply the full uniform; including blazers and PE tops that are reversal with the house colour on the other side. This would include a full uniform shop at the school and online.

Bus Policy – Initial incident information to go to Chami and a response to be drafted to the MOE. Bus Code of Conduct policy in the pipeline for next year as part of new enrolments.

Process has started regarding **International Students**. Conference coming up in August which the Rector and Media Marketing Coordinator will attend.

Incentive Scheme – on hold at the moment.

1.4 Confirm minutes from previous meeting

SBHS Board Meeting 3 May 2023, the minutes were confirmed as presented.



SBHS Board Minutes 3 May 2023

Resolved that the minutes of the meeting held on **3 May 2023**, a copy of which has been circulated to each member, be and are hereby taken as read and confirmed.

Decision Date: 14 Jun 2023
Mover: Chami Abeysinghe
Seconder: Simon Coe
Outcome: Approved

1.5 Incoming correspondence

Southland Adventist Christian School

Correspondence tabled. No opposition noted.

NZSTA AGM

Board members are unable to attend, and asked if a zoom option was available. Janine Loader to inquire.

1.6 Outgoing correspondence

2. REPORTING

2.1 Rector's Report

The Rector's report was accepted and tabled for discussion. Key points:

Staff training – in communication with Red Cross and hoping to move to Term 4, as practical needs to be within 90 days of the online part which was completed on TOD, 24 April 2023.

Staffing – difficulty with recruiting and navigating strikes. Exemption received for Y10's to sit the literacy and numeracy exams on Wednesday 14 June 2023, as this would have been their rostered day.

Contestable fund – completely spent. Split between Social Sciences, Geography and Agriculture/Horticulture.

Julia Shannon appointed as Deputy Principal and working on transition.

Photographs of the roof tabled and scaffolding coming down on Monday at the main entrance. On going work will continue around Peace Block.

HOF reports completed and tabled. No English report to table and the HOF has been given a deadline of Friday (16 June) to complete.

Pastoral Report

Standdown figure of 108, initially alarming. However, this is less than 10% of the school and 13 boys are repeat standdowns. Included in this figure was a large group of students exiting the school grounds on a particular day, sitting in cars, doing burnouts, and disrupting the neighbours.

Year 11-12's more than expected.

Year on year figures are higher this year, with vaping now being a standdown.

Department referrals are a new part of the pastoral system this year. The intention is to engage Curriculum Leaders to have ownership of department referrals to challenge behaviour in their classes and offer support. This is now part of HOF's KPI's and asking HOF's to look at the patterns and provide feedback.

Raised "trying hard in class and working hard in class" to be part of the expectations for boys, especially those hoping to make top teams. Similar model used in America.

Data will be provided again at the end of the year with a comparison.

Attendance

Slightly down – a lot of work is going into attendance and changing the culture.

Concentrating on 80% and below attendance bracket. Funding received to assist with this.

Health and Safety

Plans to implement an Action Plan to upskill our PE and Outdoor Education department. Training to be provided for staff and perhaps all our trips are externally resourced to assist with decisions around change of weather conditions etc.

H & S Audit

Epi pens – narrative to be included from Leon and appreciation given to Leon and his staff for the work done to date in Health and Safety. Great progress.

Police Vetting – both yes and no marked, Leon to update.

TERM 2 ASSURANCES

The Rector gave his assurances to the Board.



Term Deposit

The Board approve opening term deposit account(s), with an alternative provider. Approval is also given to the Rector, Simon Coe, to sign on behalf of the Board.

Decision Date:	14 Jun 2023
Mover:	Chami Abeysinghe
Seconder:	Kieran Middleton
Outcome:	Approved

3. PLANNING

3.1 Committee Reports

Hostel

Quote received from Phoenix for the bent panels to be straightened.

Finance

Investment in Hostel insulation.

Term deposits discussed with the current investment due to mature at 30 June 2022.

Well prepared audit and completed on time. Appreciation given to the Bursar and all those involved.

3.2 Curriculum & Assessment

Curriculum

Executive summary tabled. Appreciation given to Ray for his work in this area.

Results compared to last year are pleasing, with Levels 1, 2, and 3 significantly improved from previous year.

Current climate will impact student outcome this year. This was echoed by the students; feeling nervous without an end in sight to the rolling industrial action. Online platforms, i.e., teams, have been set up to assist students.

Chami left 5:32pm.

4. OTHER

4.1 General Business

4.2 In committee / Public excluded

5. MEETING CLOSURE

5.1 Close the meeting & next meeting date

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

Signature: _____

Date: _____