

CONFIRMED MINUTES

SBHS BOARD MEETING



At the **SBHS Board Meeting** on **14 Jun 2023** these minutes were **confirmed as presented**.

Name:	Southland Boys' High School
Date:	Wednesday, 3 May 2023
Time:	4:11 pm to 5:40 pm (NZST)
Location:	Southland Boys' High School- STAFF ROOM, 181 Herbert Street Invercargill 9810
Board Members:	Emma Smaill (Chair), Chami Abeysinghe (Chair), Janine Hopcroft, Melissa Kean, Nick Brown, Shaun Fitzgibbon, Simon Coe, Kieran Middleton
Attendees:	Janine Loader

1. ADMINISTRATION

1.1 Welcome

Officially welcome Kieran to the Board and look forward to working with you.

1.2 Board members Interests Register

Chami arrived at 4.15pm.

Shaun Fitzgibbon - the Southland Cricket Association interest can be removed.

1.3 Action Item List

Due Date	Action Title	Owner
29 Jul 2022	Update/changes to Strategic plan 2023-2025 Status: Completed on 20 Mar 2023	Simon Coe
22 Feb 2023	Grandstand Access Status: Completed on 28 Apr 2023	Simon Coe
29 Mar 2023	Consultation about changes to school uniform Status: On Hold	Simon Coe
14 Jun 2023	Bus Policy Status: In Progress	Chami Abeysinghe
28 Jun 2023	International Student Business Plan Status: On Hold	Simon Coe

1.4 Confirm minutes from previous meeting

SBHS School Board Meeting 1 Mar 2023, the minutes were confirmed as presented.



1 March 2023 Minutes

Resolved that the minutes of the meeting held on **1 March 2023**, a copy of which has been circulated to each member, be and are hereby taken as read and confirmed.

Decision Date: 3 May 2023
Mover: Simon Coe
Second: Janine Hopcroft
Outcome: Approved

1.5 Incoming correspondence

Chami and Ems attending the NZSTA Professional Development on 1 June. Kieran potentially keen to attend also.

1.6 Outgoing correspondence

2. REPORTING

2.1 Rector's Report

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

FTTE allocation – 63.79 full time entitlement with three staff currently in Ops Grant. Ideally would like to appoint two more, as we are understaffed at this number.

Due to the current industrial action, we are requiring 4 people to cover relief with staffing stretched and the Board to be aware of the impact this is also having on the Senior Management Team.

Standdowns – currently 64, this figure includes recidivous offenders. At the June meeting will provide to the Board a mid-year Pastoral Care report. This report is detailed and includes identifying trends.

Last year's pastoral data has showed improved results compared to a few years ago and the BOT appreciate all the work being done in this area. Boys to Men mentor group has also attributed to the good work that has helped with these pleasing results.

Funding has been allocated for 96 devices and these will be held for assessment purposes.

NCEA changes announced over the holidays. Level 1 start in 2024, Level 2 in 2026 and Level 3 in 2027. Once further information comes to hand, will assess resourcing needs and managing the process, as its not currently clear how it will be rolled out. Written documentation will be provided to families in due course to help navigate these changes.

The only department to submit an application for the Curriculum Contestable Fund, has been from Social Sciences. They would like a drone. Currently checking the rules surrounding the flightpath and insurance policy.

Cornwall Block reclud/reroof is planned to start 2023/2024 summer.

Health and Safety issue has been raised in the tech block; the louvres have been sealed preventing dust to escape. An extraction fan will be installed as a short-term fix until further work can be carried out.

With Jan Ormsby stepping down, Melissa Kean conveyed her interest and will be appointed to the ISSN Board, with Chami Abeysinghe as a backup.



SUE Report and Bank Staffing

It was moved and seconded that the signing of the SUE Report and Bank Staffing Report be moved to the Rector, from the Board Chair.

Decision Date: 3 May 2023
Mover: Janine Hopcroft
Seconded: Kieran Middleton
Outcome: Approved



Sabbatical 2024

It was moved and seconded that the Board will support the Rector's application to apply for a sabbatical in Term 2, 2024.

Decision Date: 3 May 2023
Mover: Chami Abeysinghe
Seconded: Emma Smail
Outcome: Approved

3. PLANNING

3.1 Committee Reports

Reports were accepted and taken as read.

Curriculum

BYOD survey has been sent to families, with 70% of parents saying BYOD would be achievable. Next Board meeting to have some data surrounding this. Cyclone are working in schools currently with BYOD, so have some valuable knowledge. If rolled out, it would start with Year 11 and upwards.

Students can comfortably work without a device, however once they leave school and attend Uni or a workplace this will be an essential skill.

Also next year NCEA assessments will be digital.

Property

Ten year property plan was tabled. The main priority is the Rectory, due to many health and safety concerns.

Hostel

The Coldstream Parents Association cattle drive has recently funded planting and gravel around the hostel and this has made a huge improvement.

It was raised that a 10-year property plan would be beneficial for the hostel and this will be drafted internally.

It was recommended that a short-term stay policy be considered for the Hostel. Suggested the intention to be a minimum six months to one year. Exit clause, recommendations and reviewed on a case-by-case basis to be included in the wording. Initial discussions to be tabled at the next Hostel Committee meeting.

Transparency disciplinary procedures to be brought in line with the school's procedures. Deputy Principal is working with the Matron on this.

Finance

At the finance committee meeting it was identified, outside the property plan, that there is some spending available to reinvest in the school. Items such as fire doors that need replacing would be considered and a project list to be put together.

Hostel spending to also be prioritised in order of most important.

Funding from CTOS, ICC and Twai could be applied for community facilities that are used at school rather than school funds, i.e. lights on the turf and music space.

Identified at the finance committee to have longer term projection figures, in order to give a good insight into the school's financials; this to be drafted by the Bursar.

Health & Safety

Appreciation given to the work being done in this area.

Along with first aid being offered to staff, there is also a course run by St Johns identifying mental health issues for boys, and this could be of interest to key personnel.

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: _____