

CONFIRMED MINUTES

SBHS BOARD MEETING



At the **SBHS Board Meeting** on **6 Nov 2024** these minutes were **confirmed as presented**.

Name:	Southland Boys' High School
Date:	Wednesday, 11 September 2024
Time:	4:00 pm to 4:35 pm (NZST)
Location:	SBHS - BOARDROOM, Main building, along from the Meeting Room
Board Members:	Chami Abeysinghe (Chair), Emma Smaill (Chair), David Walter, Janine Hopcroft, Kieran Middleton, Ms Melissa Kean, Shaun Fitzgibbon, Ray Laurenson
Attendees:	Janine Loader

1. ADMINISTRATION

1.1 Welcome

The Board Chair opened the meeting and welcomed everyone.

1.2 Board members Interests Register

1.3 Action Item List

1.4 Confirm minutes from previous meeting

SBHS Board Meeting 7 Aug 2024, the minutes were confirmed as presented.



SBHS Board Meeting - 7 August

Resolved that the minutes of the meeting held on **7 August 2024**, a copy of which has been circulated to each member, be and are hereby taken as read and confirmed.

Decision Date:	11 Sept 2024
Mover:	Emma Smaill
Seconder:	Janine Hopcroft
Outcome:	Approved

1.5 Incoming correspondence

MOU – SBHS and ISSN

Memorandum of Understanding (MOU) between Southland Boys' High School and Invercargill Student Support Network (ISSN) was tabled. This is the same MOU as currently in place, with only one amendment; that a clause has been added regarding the clear distinction between education support and property. This is (6) under Accountability "the remit of Southland Boys' High School is directly in regard to educational provisions and personnel, all property and plant agreements and concerns remain the exclusive remit of the ISSN Trust".

This is an extension until the end of 2024 and rolled over. Board approval was given, Co-Chair to sign in due course.

Melissa Kean is currently on the ISSN Board however timing of the meetings isn't convenient and requested if attendance via zoom could be an option as ideally a board member should be there.

1.6 Outgoing correspondence

2. REPORTING

2.1 Rector's Report

Rector tabled his report in conjunction with the committee reports. Highlights:

- Roll doing the natural thing at this time of the year, dipping with Seniors now leaving.
- Suspensions/stand downs have reduced significantly.
- Staffing of key positions is the major immediate concern.
- Current position of school is showing a phenomenal number of enrolments, and the school had to ballot. We have added another classroom for 2025 to accommodate this influx. Will lobby the Ministry for a relocatable, however don't see this achievable in the immediate future.
- Student leadership positions for 2025 – Head Boy, House Leaders and Prefects.
- Establishment of the Student Council, currently under development.
- Portfolios for the Senior Leadership Team will be created, once positions have been appointed. This is to match the skill set of each person.
- Recent academic and sporting achievements noted – two Year 12 students have gained enough Excellence credits and four students (three current and one ex) have reached national level rugby teams.
- ERO report attached and required to be confirmed.

3. PLANNING

3.1 Committee Reports

Reports taken as read.

Curriculum

Good meeting and great to see how excited the staff are with the changes ahead regarding the drive team. Year 12 dip in achievement – this is due to too much on, students dropping out and motivation/engagement.

A coursed selection expo evening has been planned for 18 September and this will include pathways for students.

Hostel

Positive stuff happening at the Hostel. Windows on track and Master-in-Charge position closes tomorrow.

Currently in the process of putting out the hostel management plan for consultation to parents and this to be adopted next week.

Next meeting will include budget discussions for 2025, with a capital works focus.

It was noted that the boys are certainly much happier in the Hostel.

Finance

Reports taken as read.

Hostel

The current surplus is \$57k, with a healthy working capital balance of \$377k.

It was identified that the GST needs to be reviewed regularly, bi-annually or when there are major changes to the operational costs.

Painting of the window surrounds still to be factored in to complete the project.

SBHS

Projecting a profit of \$100k.

The cyclical maintenance budget is in progress and discussed anything that could be a priority to be put forward.

New reporting format tabled and Board all appreciative. The KPI's included in the Bursar's report continue to be monitored and are all within range.

Budget next key milestone to commence next in October.

Discussion also regarding the longer term future and the need to identify additional revenue streams. SIT project suggested as an opportunity to investigate in the construction and sale of houses.

Property/Health and Safety

Apologies from Chami for not writing the report.

No concerns for health and safety.

Discussion was focused on the strategic direction and how to create revenue streams.

Half day proposed for the Board to meet early next year to work through the strategic plan for both the school and hostel.

4. OTHER

4.1 General Business

Students elections coming up next week with three very good candidates. Appreciation given to David for his time on the Board to date, especially with the Rector appointment process.

4.2 In committee / Public excluded

5. MEETING CLOSURE

5.1 Close the meeting & next meeting date

Next meeting: SBHS Board Meeting - 6 Nov 2024, 4:00 pm

Signature: _____

Date: _____