

CONFIRMED MINUTES

SBHS BOARD MEETING



At the **SBHS Board Meeting** on **18 Feb 2026** these minutes were **confirmed as presented**.

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| Name: | Southland Boys' High School |
| Date: | Wednesday, 26 November 2025 |
| Time: | 3:00 pm to 4:19 pm (NZDT) |
| Location: | SBHS - BOARDROOM, Main building - Pearce Block |
| Board Members: | Janine Hopcroft, Ms Melissa Kean, Ray Laurenson, Janine Loader, Scott Mackereth, Leeann Tautari, Nic Lamont, Phillip Botting, Levi Te Amo, Alex Williams |

1. Opening Meeting

1.1 Welcome

The Board Chair welcomed everyone and declared the meeting open. The first item of business was an acknowledgement of Levi, our outgoing Student Representative. The Chair thanked Levi for his contribution to the Board during his term and extended best wishes for his future, noting that his path ahead will no doubt be bright.

1.2 Board Members and Interest Register

1.3 Confirm Minutes

SBHS Board Meeting 20 Oct 2025, the minutes were confirmed as presented.



Board Meeting Minutes - 20 October 2025

Resolved that the minutes of the meeting held on 20 October 2025, a copy of which has been circulated to each member, be and are hereby taken as read and confirmed.

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|-----------------------|-----------------|
| Decision Date: | 26 Nov 2025 |
| Mover: | Ms Melissa Kean |
| Seconder: | Janine Hopcroft |
| Outcome: | Approved |

1.4 Incoming Correspondence

A letter was received from a former student regarding the Government’s recent decision to remove the requirement under section 127 of the Education and Training Act 2020 for schools to give effect to Te Tiriti o Waitangi. The letter respectfully requests that the Board continue to give effect to Te Tiriti o Waitangi in the governance and decision-making of the school.

The board acknowledges the correspondence and are tabled as read.

1.5 Outgoing Correspondence

2. Actions from Previous Meetings

2.1 Action List

| Due Date | Action Title | Owner(s) |
|--------------|---|---------------|
| 10 Sept 2025 | Heath and Safety Audit Status: Completed on 20 Oct 2025 | Ray Laurenson |
| 3 Dec 2025 | Reporting Status: Completed on 20 Oct 2025 | Ray Laurenson |
| 1 Feb 2026 | Website Status: Completed on 20 Oct 2025 | Ray Laurenson |

3. Rectors Report

3.1 Rectors Report

Rector’s Report

The Rector’s Report was tabled as read. Below is a summary of the main points. Items requiring more in-depth discussion or detail will be addressed separately in the meeting.

- **Strategic Plan Consultation:** Updated Strategic Plan tabled for ratification; proposed adoption for 2026.
- **Rector’s Activities:** Overview of term four events and awards ceremonies attended; upcoming events noted.
- **Curriculum & Staffing:** New Year 7–10 curriculum model and timetable implemented; 2026 staffing completed; draft budget tabled.
- **Infrastructure:** Storm-related restoration completed.
- **Conferences & Networking:** Southland Otago Principals’ Conference attended; key HR takeaways noted.
- **New Entrant Day & 2026 Roll:** NE Day held; projected roll numbers confirmed.
- **South Island Boys’ School Network (SIBSN):** Incorporated Society contract tabled for Board discussion.
- **Rector Elected Positions:** Chair of SIBSN Sport, Culture and Wellbeing sub-committee and Southland Secondary School Sport Committee.
- **Staffing Updates:** New appointments, adjustments, and departures noted.

Te Tiriti o Waitangi

A letter was received from a former student, (1.4 Incoming correspondence) regarding the Government’s recent decision to remove the requirement under section 127 of the Education and Training Act 2020 for schools to give effect to Te Tiriti o Waitangi. The letter respectfully requests

that the Board formally confirm its ongoing commitment to give effect to Te Tiriti in governance, decision-making, and teaching practices at Southland Boys' High School.

The Rector provided context on the Government's decision and summarised the key points of the correspondence. Noted, this had already been considered and talked on to staff before the receipt of this letter. The Rector shared the response has been prepared in consultation with staff and senior management, to reassure the wider school community that the school remains firmly committed to upholding the principles of Te Tiriti o Waitangi, tikanga Māori, te reo Māori, and fostering strong relationships with whānau and local iwi.

The Board acknowledges receipt of the correspondence and supports the school's ongoing commitment to Te Tiriti o Waitangi and a response will be sent out to the community.

South Island Boys' School Network (SIBSN)

The Rector provided an update on the South Island Boys' School Network. A final meeting of Principals in early November agreed on an outline for an Incorporated Society to govern the network. The Incorporated Society structure allows the network to enter sponsorship and fund management agreements while ensuring that liability does not fall on individual schools. The contract, prepared by the legal firm Taylor Shaw and reviewed by all constituent Principals, is attached to Board Pro for consideration.

At a Term 2 meeting, the Board previously signed an MoU aligning SBHS with the coalition's principles. A supporting letter outlining the purpose of SIBSN and the Board's role is available for reference.

The Board raised questions regarding: financial implications, the right of withdrawal after the Rector's term as Chair, the focus on sport rather than academics, and the long-term objectives of the network.

The Rector clarified that:

- Financial costs are partially covered by an initial sponsor, with the remainder funded through named sponsors.
- The network begins with sport as Stage 1, with future stages planned for Professional Learning & Development (PLD) and Performing Arts.
- The long-term objective is to reduce isolation, build strong networks across boys' schools, and enhance collaborative opportunities for both students and staff, while maintaining governance safeguards for member schools.



South Island Boys' School Network agreement (SIBSN)

The Rector moved that the consultation agreement for the South Island Boys' School Network (SIBSN) be signed.

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|-----------------------|-----------------|
| Decision Date: | 26 Nov 2025 |
| Mover: | Janine Hopcroft |
| Seconder: | Scott Mackereth |
| Outcome: | Approved |

Strategic Plan Consultation

The Rector reported that the updated Strategic Plan has completed all required consultation and is tabled for ratification by the Board. Although the Ministry of Education has stated that schools are not required to provide a Strategic Plan for 2026, the updated plan is proposed to guide the school for the coming year. The plan includes four documents, one of which contains the Annual Goals for 2025. Annual Goals for 2026 will be set in March 2026, once 2025 academic results are finalised.

The Rector noted that the previous Board had moved to adopt the Strategic Plan and that setting goals for faculties for 2026 may need to proceed pending formal ratification. The plan and supporting documents will be circulated electronically to the Board for review.

The Board approve the setting of faculty goals for 2026, pending ratification of the updated Strategic Plan.



Rector's Report

It was moved and seconded to accept the Rectors "Report Dec 2025" and supporting documents "Attendance Management Plan 2026 SBHS", "Constitution 6 Nov 2025 (1).docx), (Strat-Plan-2026-2028-V2 (2) pdf)

Decision Date: 26 Nov 2025
Mover: Nic Lamont
Seconded: Leeann Tautari
Outcome: Approved



Strategic Plan - goals setting

The Rector moved that the Board approve the setting of faculty goals for 2026, pending ratification of the updated Strategic Plan.

Decision Date: 26 Nov 2025
Mover: Janine Loader
Seconded: Janine Hopcroft
Outcome: Approved

4. Refreshment Break -

5. Sub Committee Reporting

5.1 FINANCE

Finance Subcommittee

The Board received an update from the Finance Subcommittee. Paula has been reviewing, re-coding, and simplifying the school's financials. The current financial position is tracking positively, better than previously anticipated, in part due to a depreciation adjustment with an end of year.

The Rector noted that for clearer context and benchmarking, variance reporting is required. He is working with the new Business Manager, who is liaising with Solutions and Services, to streamline financial processes and improve understanding of the revised reporting framework. Net profit estimate of 130k.

5.2 HOSTEL

Hostel Subcommittee

- **Property & Maintenance:** 10-year property and cyclical maintenance plans progressing; Managers House plans targeting July 2026 pending Ministry approval.
- **Operations:** Letting generated ~\$35–37K profit; projected 2026 occupancy 114–115; outdoor BBQ area completed; potential Friday night openings being costed.
- **Budget & Resources:** New mattresses ordered; smaller van suggested for next year's budget; Field Days planned and coordinated with school.
- **Health & Safety:** New child safety guidelines forthcoming; subcommittee to be updated.
- **Finance:** SF working with Paula to finalise next year's budget.

5.3 PROPERTY/ HEALTH AND SAFETY

Property, Health & Safety

- **Completed Projects:** HVAC clean air systems installed (Pearce Block, Hall); fire penetration wall remedial work in upper Pearce Block completed (MoE funded).
- **10YPP & Maintenance:** Pearce Block window replacement delayed (~18 months), expected start early 2026; cyclical maintenance includes painting Uttley and Pearce Blocks, carpet replacements, sump and roof work, hazard door replacements, fence repairs, and gym door replacement. Science labs work planned for end of 2026.
- **New 10YPP:** Site assessments underway for Music Block, Gym, and Prefabs 50 & 51; SQS contracted for next stages.
- **Storm-Related Damage:** Boiler chimney and spouting repairs pending; tree/fence clean-up awaiting Parks crew; insurance managed by Ministry.
- **Health & Safety:** Staff reminded to fully record incidents; highest incidents in science/technology; Police vetting strengthened; all staff to complete first aid refresher in 2026; adjustments for high-complexity student funded by Ministry.
- **Recommendations:** Consider Year 13 common room; relocate uniform shop to container; new covered outdoor area; prioritize Prefab Block (Room 50); include outdoor toilet block and Caretaker's house in draft budget planning.

5.4 CURRICULUM

Curriculum Subcommittee

- **NCEA Data (Levels 1–3) & Year 10 Certificate:** Academic performance shows most students on track for Merit, Excellence, or Academic Cap; small percentages at risk or of concern across all levels. High potential for a record number of SBHS Caps in 2025.
- **Curriculum Advancements:** Timetable construction is ahead of schedule due to new subject pathways. New Year 9–10 'Kaupapa' units introduced for 2026 cohort with strong uptake. Attendance improving, supporting academic growth.
- **Government Curriculum Changes:** Stage 1 Structured Numeracy underway in Years 7–8; Stage 2 planned for Year 9 in 2026, Year 10 in 2027. New NZC/NZCE assessment systems to be implemented 2028–2030; funds being saved to support this. Attendance management aligned to Government's STEPPED process.
- **In-Class Support Funding 2026:** Funding cuts will reduce Teacher Aide support from previous levels. Shortfall (~\$75,000) to be covered via Bulk Grant; cost-saving measures include reduced subscriptions and conference attendance.
- **CAA Results:** Year 12 CAA assessments show 94% achievement; positive feedback from Ministry of Education.
- **Professional Development:** MoE-mandated Teacher Only Day on 21 November focused on curriculum updates; 2026 ToDs to focus on the Science of Learning.

5.5 STAFF

Nothing noted from staff

5.6 STUDENT

Student Report

The Student Report was not completed, as students are on study leave and final exams conclude at the end of the month. The Rector and Alex will meet to determine how Alex would like to share

student feedback will be reported to the Board. Previous student representative Levi had provided useful ideas, which he will share with Alex.

6. OTHER

6.1 GENERAL BUISNESS

Board Work Plan

The Chair presented a draft Board Work Plan to support efficient meetings, ensure key reporting requirements are met, and provide a framework for strategic review, regular review, and Board processes. The Board was invited to provide feedback, ideas, and suggested changes. One member recommended moving the student voice surveys from September to earlier in the year. The Board welcomed this addition and commended the Chair for her thorough work in developing the plan.

Reminders

The Board was reminded that members are invited to the School Prizegiving and to the Board Morning Tea Shout on 3rd December.

7. Close Meeting

7.1 Close the meeting

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

The public portion of the meeting closed at 4:19 pm, with the Board moving into In-Committee for the remainder of the session.

Signature: _____

Date: _____