

# GOLDEN BAY HIGH SCHOOL BOARD OF TRUSTEES

## MINUTES OF MONTHLY MEETING

Held in the library on Monday 24 September 2012 at 7:00pm.

**Present:** Bruce Packard (Chairperson), Roger File, Susie Bailey, Gareth Batten, Hamish Clark, Marian Milne, Tommy Gross, Mik Symmons, Nikki Winter, Alf Reid and Steph Hartill (Minutes).

### 1. **Apologies:** Cherie Chamberlain.

#### **Confirmation of 27 August 2012 Minutes**

It was moved to confirm the minutes of the previous meeting on the 27 August 2012 as a true and correct record.

BP/RF  
Carried

### 2. **Matters Arising from Minutes**

- a. Gareth asked if NZQA issues were discussed at the last Regional Principal's meeting. Roger missed that meeting but would be involved in a Principal's Meeting with NZQA this Friday where this issue would be raised.
- b. Mik was informed that GBHS officially does not have wheel chair access into the Hall.
- c. It was generally agreed that footwear should be compulsory for hard courts and in the gymnasium.. However, the BOT recognises that there is some work to implement this culturally. It was thought that the 3 strikes rule for enforcement would be applied as is with uniform infringements currently. The BOT would like Rob Anderson to respond with some clear and specific guidelines, which can be included in the prospectus, to be phased in for 2013 and 2014.
- d. There was discussion about articles in the GB Weekly with Susi noting that Sarah Chapman will interview Oliver Bailey just before he goes to Japan.

### 3. **Correspondence**

It was moved that the inward correspondence be accepted.

SB/RF  
Carried

### 4. **Matters Arising from Correspondence**

- a. There was discussion regarding the letter from Anne Barrett applying for refreshment leave for 2013 as she and her partner are undertaking a new business venture purchasing the Pohara Sands. The BOT approved Anne Barrett's request for refreshment leave, on the condition that a suitable replacement can be found, and that she indicates by the end of 3rd term of 2013 if she intends to return to 2014.

BP/RF  
Carried

### 5. **Outgoing Correspondence:**

- a. Marian noted that Kahurangi Education Trust indicated they were not pleased with the BOT's response to their letter. David Prebble has indicated he would like one of the democratic teachers to be employed by GBHS so as to incorporate their policies into the curriculum. A decision was made not to respond.

**Inwards Correspondence:** No discussion.

### 6. **Reports**

#### **Principal's Report**

The Principal's Report was moved for adoption.

RF/BP  
Carried

- a. There was discussion regarding Ben Knoef's intended study leave of 32 weeks in 2013. Roger noted that he had a possible applicant who would be keen to work the 32 weeks, and would be very suitable.
- b. The on-going issues with the Novopay payroll implementation was discussed with Roger and Steph noting their frustration and the significant increase in their workloads. SPANZ is investigating legal action given how many lost hours are occurring in the New Zealand schools' administration teams.
- c. The Smoke Free Policy was discussed. There has been no change to legislation, and no amendments to the policy were required. The policy was moved for adoption.

BP/RF

**6.2 Staff Report:**

- a. This Friday a number of NCEA Best Practice Workshops are being held during the Teacher Only Day. Most staff from GBHS will be attending workshops in Nelson
- b. Gareth noted that the staff are looking forward to the end of the term with it having been long; with a lot of wet weather; busy due to tournament, exams, and reports. In addition, staff are very upset by Derek's and the Mitchison's health issues.

**6.3 Home and School Report:**

The Home and School Report was moved for adoption.

NW/GB  
Carried

- a. There was discussion regarding the Y12's Lip-sync with Home and School expressing concerns that the fundraising funds did not go directly to a school-wide cause.
- b. A quiz night is planned at the start of January, at GBHS, as the Pohara Hall is closed due to possible earthquake issues. The Home and School may put on a bus from the Pohara Camping ground.
- c. It was noted that the curtain price was inclusive of GST.

**6.4 Maori Liaison Report**

No written report.

**6.5 Property Report**

The Property Report was moved for adoption.

RF/GB  
Carried

- a. Phil is going to repair the fence as the MOE has indicated that funding is from the vandalism component of the Operating Grant.
- b. There has been no further information forthcoming regarding the weather tightness issues.

**6.5 Finance**

The finance committee minutes and recommendations were moved for adoption.

BP/RF  
Carried

- a. The BOT were pleased that this would be another overdraft free quarter.
- b. Mik asked if the reduced Resourcing (Operations Grant): would have any impact on the financial recovery plan but this should not. The MOE are basing their information on a roll of 300 students, whereas Roger thinks it more likely to be 315 to 320. When the 1<sup>st</sup> of March 2013 roll return is submitted, the MOE will compensate for the lack of funding and Roger will base his staffing on his calculations, not the MOEs.
- c. There was discussion regarding the six Finance Policies with Roger explaining the minor changes agreed at the Finance Committee Meeting. Susie noted a couple of wording corrections that were also agreed upon. It was thought that the rental prices of hiring the hall etc were rather low, and had not been reviewed recently. It was decided that this could be examined at the next finance meeting. The policies were then moved for adoption.

MM/MS  
Carried

**7. General Business****7.1 Building update**

- a. A meeting between Ken Robinson (Architect), Don Robertson, Lex Taylor (Laser Electrical) Greg Goodfellow and Shane Harwood (Alliance Plumbing), Roger and Stuart took place last week. The call for expressions of interest has now closed with only 1 expression from Sollys being received. The date work should start is planned for the 20<sup>th</sup> November. The tender will include repairs to the surface.
- b. The main electrical switchboard will be moved to the cleaner's room in the hall, as this is only a short distance and will mean fewer days without electricity for the school during the demolition process, as well as being a cheaper option.
- c. Roger tabled a new concept plan drawn up by Ken Robinson.
- d. There was discussion of the back of the hall having an entrance remaining. The Boiler room will be a stand-alone building, with service room for heating system pumps attached.
- e. The Swimming pool will not be heated for several weeks. This information will be disseminated to the community.

**7.2 BOT Election**

- a. Bruce has received an email from Colin Davies of NZSTA regarding the BOT Election 2013. The suggested date for the election is Thursday 30 May. However, the GBHS held their election earlier the previous cycle so that the new BOT were able to begin their term at the beginning of Term 2. At the next meeting, a date will be decided.
- b. Chris Campbell has indicated she would agree to being the Returning Officer again.

**7.3 Senior Closing Ceremony**

- a. The date is Wednesday 7 November and it will follow the same format as previous years. Norm Hewitt will be in Golden Bay on that day with an SPCA road show on violence and cruelty. Roger will see if he can arrange for Norm to be a guest speaker. Nikki suggested Nigel Muir, the CEO of Sport Tasman.

**7.4 Consultation Workshop Meeting for Parents – Thursday 20 September**

- a. 19 people attended other than BOT members which was considered a good turnout. A copy of the three group’s comments was distributed for the BOT to be read and commented upon at the next meeting. The BOT felt it was very worthwhile event, but clashed with the Baylit event. Marian will now tease out the key areas or themes for discussion at the next BOT meeting. (Group 1 was led by Marian; Group 2 was led by Susie; Group 3 was led by Mik.)
- b. Roger will also look at the issues, as some of the problems identified may already be addressed.
- c. It was thought that a map in the office area or at the public library, showing the plans for the school, might be useful for community consultation.

**7.5 Health consultation**

Roger will work with Susie on the public consultation regarding health and sex education.

**7.6 Swimming Pool Conditions of Use**

- a. The Swimming Pool Conditions of Use document was circulated. Stuart’s advice will be sought. This will need to be approved for the next meeting as the keys will go on sale in Term 4.

The Meeting moved into Confidential Minutes at 8:45pm

The meeting closed at 9:05.pm.

**Next meeting is planned for the 29 October 2012.**

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Chairperson

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Date