



## MINUTES

### 1. ATTENDANCE AND ADMINISTRATION

- 1.1 Present:** Alison McAlpine (Limited Statutory Manager), Andy Williams (Chairperson), Richard Baker (Acting Principal), Jack Balck (Student Rep), Gareth Batten (Staff Rep), Cherrie Chubb (Parent Rep), Cynthia Sampson (Parent Rep), Susie Struck (Parent Rep), Vanessa Harwood (GBHS Home and School Committee Rep) and Steph Hartill (BOT Secretary - Minutes).
- 1.2 Apologies:** Linda Tame (Incumbent Principal), Coralie Stopford (Deputy Principal) and Beverley Purdie (Manawhenua Ki Mohua Rep).
- 1.3 Declaration of interests:** None.
- 1.4 Speaking Rights:**  
Steph was given speaking rights by the Chair. AW/RB  
Carried
- 1.5 Opening Karakia**  
It was agreed to open and close future BOT meetings with a Karakia. BP/AW  
Carried

### 2. STRATEGIC DISCUSSIONS AND DECISIONS

#### 2.1 Principal's Report

The Principal's Report was tabled and moved for adoption. RB/GB  
Carried

- Alison congratulated Richard on his report and thanked him and Coralie for all their efforts in 2017.
- There was discussion regarding the Year 7 Maths statistics. Richard will re-check the statistics.

#### 2.2 Workplan 2018

- Workplan has been deferred to the next meeting.  
The schedule of meeting dates for 2018 was approved. AW/BP  
Carried
- Community Consultation Hui: The BOT have met and Susi will consolidate the findings. Andy is working on summarising the questions.

#### 2.3 Curriculum Reviews:

- No areas of discussion. A framework for this will be discussed at the February meeting.

#### 2.4 Charter and Reporting

- The draft 2018 Charter is a work in progress to be finalised at the next BOT meeting.
- The upcoming changes on reporting on National Standards were discussed. The BOT suggested that the reporting remain in the same format as 2017 until such time as the MOE offer another option.

#### 2.5 Policies

No policies for discussion.

### 3. MONITORING

#### 3.1 Finance Committee

The Finance Reports from the 27 November meeting were moved for adoption.

- There was discussion regarding the Swimming Pool becoming a community pool with this to be investigated further in 2018. AW/CS  
Carried

### **3.2 Property and Health & Safety Committee**

No written report as the meeting was held prior to this one.

- a. Programme Property Maintenance will begin painting the buildings from 20th January 2018 for 8-10 weeks.
- b. The recent two day visit from MOE went positively.
- c. The recent Building WOF failed due to some alarm issue but Nelson Alarms are fixing these as soon as possible.

### **3.3 Staff Representation**

No written Report.

- a. Gareth thanked the BOT on behalf of the staff for providing support and leadership during 2017.
- b. The staff appreciated and thanked the BOT for providing the morning tea during the last week of term.

### **3.4 Home and School Association**

No written report.

- a. Quiz night planning for the 12 January 2018 is going well. It has been suggested that a BOT team attend.
- b. Vanessa thanked Richard for attending the Home and School meetings.
- c. Rosie Astill was also given a special mention for all her support with Stationery day and uniform sales via the reception desk.

### **3.5 Manawhenua Ki Mohua Liaison**

No written report.

### **3.6 Student Representation**

No written report.

- a. Jack mentioned that the bells ringing during exams in the hall was an issue of concern for students. Richard said that it was unfortunate but it was not possible to reset the alarms as the system would have to be off for 4 weeks.

### **3.7 Community of Learning (CoL)**

No written report.

## **4. BOARD ADMINISTRATION**

### **4.1 Confirmation of the Previous Minutes**

It was moved to confirm the minutes of the previous meeting on the 27 November 2017.

AW/CC  
Carried

### **4.2 Action List of the Previous Minutes**

All of the action points were completed.

### **4.3 Correspondence**

It was moved that the Correspondence be accepted.

AW/GB  
Carried

### **4.4 BOT Training and Administration**

- a. NZSTA Training: Andy is still waiting to hear from NZSTA re the survey.
- b. The BOT Parent Representative vacancy was deferred to the February meeting.

### **4.5 Youth Mental Health Initiative**

- a. The BOT fully agreed to pursue this initiative but wait until Linda was established. Andy will reply to Caroline.
- b. The BOT agreed to wait until after Linda has begun to work out to work out a skill set that may be for an election. Defer to February.

### **4.5 Limited Statutory Manager**

- a. The BOT thanked Alison for all her leadership and stewardship in 2017. It is likely that Alison will remain in place as LSM at least until March 2018 and possibly beyond.
- b. Alison thanked Andy for his all his work as chair and the BOT for their dedication during 2017.

## 5.0 CONFIDENTIAL MINUTES

### Schedule 2A Resolution to exclude the public

s 48(3), (4), (5), (6)

Schedule 2A: inserted, on 1 October 1991, by section 8 of the Local Government Official Information and Meetings Amendment Act 1991 (1991 No 54).

*Section 48, Local Government Official Information and Meetings Act 1987*

I move that the public be excluded from the following parts of this meeting – namely the Golden Bay High School Board of Trustees meeting on 14 December 2017.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
---	---	--

1 Staffing

Privacy

\*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

Good reason to withhold exists under section 7- Local Government Official Information and Meetings Act 1987

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—

(a) shall be available to any member of the public who is present; and

(b) shall form part of the minutes of the local authority.”

AW/BP  
Carried

The BOT moved into a confidential session at 9.36 pm.

The BOT moved out of the confidential session 9.43 at pm.

## 6.0 Closing Karakia

The meeting closed at 10.00 pm.

---

**Chairperson**

**Date**

**Principal**

**Date**

### ACTION LIST

1. Richard to recheck the statistics for Year 7 Maths from his December Principal’s report.
2. Community Hui response to be finalised.
3. 2018 BOT Workplan and Charter to be ready for next BOT meeting.
4. Building WOF – alarms to be fixed.
5. Swimming Pool and TDC involvement to be further investigated in 2018.
6. Curriculum Review framework for 2018 to be discussed at the next BOT Meeting.
7. BOT Parent Representative Vacancy to be discussed at meeting in February.
8. Andy to reply to Caroline Jones regarding pursuing the Youth Mental Health Initiative.

### ACTION LIST FROM PREVIOUS MEETING

1. All actions completed.