

MINUTES

1. Attendance and Administration

1.1 Present

Andy Williams (Chairperson), Linda Tame (Principal), Gareth Batten (Staff Trustee), Cherrie Chubb (Parent Trustee), Vanessa Harwood (GBHS Home and School Committee Trustee), Beverley Purdie (Manawhenua Ki Mohua Trustee), Xanthe Rose (Student Trustee), Cynthia Sampson (Parent Trustee), Coralie Stopford (Deputy Principal) and Steph Hartill (BOT Secretary - Minutes).

1.2 Apologies

Richard Baker (Deputy Principal) and Susie Struck (Parent Trustee).

1.3 Declarations of Interest

- a) John Tame is no longer volunteering as a financial advisor to Collingwood Area School.

The Board of Trustees moved to accept the Declarations of Interest with the above amendments.

CC/VH
Carried

1.4 Speaking Rights

The Board of Trustees moved to give Coralie and Steph speaking rights.

AW/CS
Carried

2. In Committee PART A

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 26 November 2018.

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. Items 2.1 to 2.4	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/LT
Carried

The BOT moved out of the confidential session at 6.47pm.

3. Health and Safety

3.1 Health and Safety Report

- a) ERO supported the size of the Health and Safety Committee and the frequency of the meetings.
b) Hazard registers will be carried out in each classroom at the beginning of the 2019 year.

The Board of Trustees moved to adopt the Health and Safety Report.

AW/CS
Carried

4. High Priority Special Items for this Meeting

4.1 School Values Development

- a) Four English values have been developed after consultation with students, staff and the community.

- b) Manawhenua Ki Mohua still in the process of gifting a set of Māori values to the school.

The Board of Trustees moved to adopt the four English values of Respect, Kindness, Passion and Creativity.

LT/GB
Carried

5. Principal's Report

- a) Linda has been working with Leigh Riley on International student marketing.
- b) It was noted that the Nelson Mail ran a story with a very positive title regarding the lifting of the Statutory Intervention at GBHS.
- c) The HOLA trip to Christchurch was successful.
- d) Swimming Pool – a number of issues are occurring and require solutions.

The Board of Trustees moved to adopt the Principal's Report.

LT/AW
Carried

6. Self Review

6.1 Community Hui Feedback

- a) The number of participants was fewer than last year but the quality of the conversations was rich.
- b) Discussion regarding athletics and performing arts.
- c) The BOT agreed to summarise the feedback for the next Goldie publication. Linda to draft a summary.

6.2 2018 Annual Plan Update

- a) The BOT discussed all the strategic targets to date.
- b) It was agreed to consider offering alternative places – other than Golden Bay High School – for future community engagement.

6.3 Review of the BOTs Functioning for 2018

- a) The improved format and structure of the meetings is working well.

6.4 Review of the Governance Manual

- a) The Strategic Risk document is to be inserted after the Charter.
- b) Discussion regarding page numbers for ease of use.
- c) Linda to determine which policies should be on the website.

6.5 Review of 2019 Policy Schedule

- a) It was agreed to keep the current 2019 schedule.

6.6 Policies

No items.

6.7 Final Versions Tabled

- Updated Policy Framework
 - BOT Work Plan
 - 2018 BOT Members Contact Details (Confidential)
 - Strategic Risks
-

7. General Business

7.1 BOT Email Addresses

- a) Deferred to be an agenda item in February 2019.

7.2 Trustee Elections 2019

The Board of Trustees moved to adopt the NZSTA recommended dates for the Trustee Election 2019 and to appoint the Returning Officer at the January BOT meeting.

CS/LT
Carried

7.3 PE Uniform Update

The Board of Trustees moved to adopt the following change to the PE uniform wording: "Plain black shorts (shorts with logo available at shop)."

LT/AW
Carried

8. Monitoring and Administration

8.1 Finance Report

8.1.1 Draft Budget

- a) This process is underway as scheduled.

8.1.2 Detailed Review of Budget Income and Expenditure

- a) This occurred at the Finance meeting.

8.1.3 Minutes of Previous Meeting

The Board of Trustees moved to adopt the Finance Committee Minutes held on 23 October 2018.

AW/CC
Carried

8.2 Staff Trustee

No Report.

- a) Discussion regarding possible industrial action.

8.3 Home and School Association

Vanessa tabled a written report.

8.4 Māori Community Liaison

- a) The Whale project will open tomorrow at the Museum.
- b) A waka restoration project is ongoing.
- c) It was a very successful Royal visit.
- d) Improving communication between iwi and manuwhenua is a work in progress.
- e) Bev outlined the concept "Aroha" (love, thought, focus and front up to situation, always looking inner within. Life force, generosity).

8.5 Student Trustee

- a) Xanthe has been awarded a full scholarship to the "Hands on Science" programme at Otago University during the holidays.
- b) NCEA exams will finish at the end of this week.

8.6 Confirmation of Minutes of Previous Meetings

The Board of Trustees moved to adopt the Meeting Minutes held on 29 October 2018.

CS/AW
Carried

8.7 Action List from Previous Meetings

- a) All actions have been addressed.

8.8 BOT Training and Administration

- a) No items.

8.9 Correspondence

The Board of Trustees moved to accept the Correspondence.

AW/CS
Carried

8.9 Junior Prizegiving and End of Year Staff and BOT Lunch.

- a) The Board members were invited to the Junior Prizegiving and end of year staff lunch on Wednesday 12 December.

The BOT moved into a confidential session 8.55 at pm.

9. In Committee PART B

8.1 Schedule 2A Resolution to exclude the public

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

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(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/LT
Carried

The BOT moved out of the confidential session at 8.59 pm.

The meeting closed at 8.59pm.

THESE MINUTES HAVE BEEN CONFIRMED AT THE GBHS BOT MEETING HELD ON 28 JANUARY 2019.

SIGNED COPIES ARE AVAILABLE FROM THE SCHOOL OFFICE.

ACTION LIST

1. Declarations of Interest to be updated to reflect change. (BOT Secretary).
2. Community Consultation Feedback summarised and included in the next Goldie. (BOT Chair / Principal).
3. Review policies on GBHS website. (Principal).
4. BOT member emails to be agenda item for February 2019 meeting. (BOT Secretary).
5. Governance Manual to be updated to reflect 2019 dates and incorporate Strategic Risks document. (BOT Secretary).
6. Appointment of the Returning Officer for 2019 Trustee Elections to be an agenda item at January meeting. (BOT Secretary).