



Stratford High School Board

Minutes of Board meeting

Tuesday 27 February, 2024

Present:	Cameron Stone, Jason Loveridge, Jane Tobin, Wendy Single, Brendon Gernhoefer, Matthew McCallum, Brad Gibbons, Carl Triggs.
Late:	
In Attendance:	Amanda Hill
Apologies:	Dan Kerr

Visitor's Report	Next month – Will have Denise Kay

Declarations of Conflicts of Interest

Member				
Brad Gibbons	N			
Cameron Stone	N			
Dan Kerr	Absent			
Matthew McCallum	N			
Jason Loveridge	N			
Wendy Single	N			
Carl Triggs	N			
Jane Tobin	N			
Brendon Gernhoefer	N			

Administration

Confirmation of minutes <i>Moved Loveridge that the minutes from the previous meeting are approved. Seconded Gernhoefer</i>	Minutes were discussed and signed. Moved Jason Loveridge Carried: All
Matters Arising:	Bollard for the trailer. Trailer is currently at Cam's and all locked up. If we do the shed, we won't need the bollard. Running costs for the vehicle – will do this closer to the time of purchase. Water fountains will all be checked. Looking at shifting another sink in the hospitality room. This will need to be quoted first. Health and Safety – Harrison Tew – spent half a day with Kelly and will be back in to simplify and clarify our emergency procedures. We will have a document provided and then do some staff training. Nurse update – have appointed Tanya Jackson. Was with Dr Jerrad Radich previously. Had 4 or 5 NZ applicants, but she was the stand-out. We would like her to start in the next month. Fixed term for 1 year – based on funding. Process re: recording – our Kamar system is available, but would need to work on privacy. What level can she provide? Can't fully diagnose but can provide guidance for next steps. She also can't write scripts. Contract states (from Team Hope) numbers coming in etc... Expectations of what she is allowed to do. Do we have any guidance on that? Job Description is there. These are things that we would work through. Contraception – this will only be done by the public nurse, not her. We won't put her in that position. She is open to the idea of opening this clinic up to the community. Part of her nurse training has been around mental health. Confidentiality is kept with her, unless there is a risk to the 'client' (student). Not quite sure on the start date, but will be soon. The biggest cost will be tidying up the room. She needs a glucose monitor, plus a general first aid kit and that will be enough. We could be looking at around \$5000. What about safety for her? She is also concerned about this. Could have a friend, or the Dean could also sit in as their office is just around the corner. Wiring in the library – this has all been done, signed off and paid for. Air conditioning – still following this up. Bus stop – Steve Baton. We are able to get a contractor in to repaint.

Board Reports:

Principal Report: <i>Moved Stone that the Principal's report is accepted. Seconded Gernhoefer</i>	<i>On Teams</i> Role has settled at 610, but quite a few ghosts which would affect our attendance. Attendance – have put a few things in place. Yr 12 & 13 have added in an expectation about the school ball – 80% attendance rate and 100% hand in of homework and assessments. BYOD – New Yr 9's only 55% are bringing in a device. We as staff need to drive this and to use them in the classrooms. If they are not using them in their departments, students will not bring them in. Cell phone Bans – working well. Teachers are loving it and think it's a great thing. There have been some great positive consequences on classroom focus and not battling students with phones. Cam worked with NZSTA to make this document and they are very happy with this. A runner system has been set up to help with parents contacting students. A year 9 student helps in the reception. (student changes daily) Horizontal form classes are working really well. Much easier for Deans to discuss and guide. Seems to be a lot more talking and engagement with the students as they are with their own age group. Lunches – different delivery style. At the canteen and handed out like a servery. Build a House – End of last year, interviews occurred and sat down with the manager. We were supposed to have two houses, but they knocked it down to one house. Sixteen students were enrolled as we were supposed to have two houses. New general manager has come in and not working as well as the last one as doesn't listen to the school as much as the last. NCEA results Level one we are above the national average. We are improving well here. Completion at 73%. We had 11 leavers and they still count on our results. Level two - 58% These students were well below literacy and numeracy when they arrived. Level three – a significant amount of leavers, but 65.4%. We had an 80% pass rate. This year we are on track to be better than last year. Gender comparison – significant disparity between girls and boys. Our delivery mode needs to be set up better for boys, hence the build a house and trades academy etc... Those students who didn't pass had a significant amount of absences. 75% attendance which works out to be a day and ½ a week off school. Hence we are having a push on attendance. 2016 16.7% pass rate for Maori in level 1. 58.3% last year which is another significant shift and something to be proud of. Level 1 Literacy and Numeracy – <i>we predict will be lower this year as the common assessment task is incredibly difficult.</i> Strategic goals haven't shifted as we feel they are still relevant. Use of the data that we have in front of us to aid the help and care of our learners. This will help them with their success. Running universal design for learning. Around delivering to the needs of the child in front of you. We are engaging with staff and looking at what this actually looks like in a classroom. We have identified children at risk to help them get the best education they can. We need to make sure our leavers have something to go to, eg: Jobs, WITT...
Student Report: Matthew McCallum <i>Moved McCallum that the student report is received. Seconded Loveridge</i>	<i>On Teams</i> 24 Jan – the student leaders got together to get to know each other and to plan for the upcoming year. 31 Jan Yr 9's and 13's had their first day of school giving the year 9's an opportunity to meet their peers and to make bonds with the year 13's and teachers.



	2 Feb Whole student body started school for the year and students seemed keen to get back into a routine. 7 Feb Leaders were presented with their badges. 14 Feb Students were divided into their houses to practice their school Haka with a male and female lead. 15 Feb Swimming sports took place and students all had a good time.
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Staff Report: Dan Kerr	Absent – no report
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Committee reports: ideally a written report is circulated with the agenda.

Finance: Triggs & Gernhoefer Accounts: The Board must approve the month's accounts, as recommended by the Finance Committee which has scrutinized them. Minutes: Minutes of the Finance Committee meeting are received. <i>Moved Gernhoefer that the Board approve the payment of the accounts. Seconded Triggs</i> <i>Moved Stone that on the 11th of January the Finance committee met to review the budget and it was accepted with the following changes: Increase of Board payments from \$9,500 to \$10,000 and an additional \$20,000 for the upgrade of the school house. Seconded Loveridge</i>	<i>On Teams</i> Two Reports December – staff positions, salaries was quite a bit above budget due to lump sum payments for pay equity collective agreements. Depreciation is \$146k above budget – due to some purchases throughout 2023 (3 Vans and computers) General repairs were above budget – due to the one-off repairs to the roof/skylight and the building WoF... Department budgets were also over – Cam is going to send an email to each department to remind them to stay within budget. January Available funds and budgeted funds different due to payment out for painting from cash flow. We have funds set aside for painting in a TD of \$234k: this expires on 11 April 2024.
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Health and Safety: Jane Tobin	No meeting held yet.
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Property Report: Brad Gibbons <i>Moved Gibbons that the property report is received. Seconded Triggs</i>	Speed bump has been put by the stadium to slow the traffic on the driveway. Shelves for music room have been purchased and put in. Stadium has been painted and looks fantastic. Had to install new flashings around the windows. Guttering – was 3mm steel which had rusted. Very heavy to remove and had to be done in sections. This has now been fixed up and the changing rooms were fixed also. The bill will be coming. Repaired the windows on the stadium in the boys changing rooms. Stadium exterior doors will need fixing. Work top in Deans' room has been fixed and is working well. New clearlite in pool changing rooms has been installed. Lighting repaired in B Block corridor. Four bridges were put in at the front of the school and look great. They also make it more 'workable' with students no longer walking through the gardens. Sign has been installed. We will be putting a light coming up from the ground and shining up onto the sign. Will get a quote for this. Next year – painter is pricing the TPU. The roof was sprayed over the holidays. Swimming pool – looking all good. Going forward with the pool – Midhirst will be using it for their school sports. There is a big crack on the bottom of the pool that needs to be repaired. We could just put a layer of fibreglass over this. Tenant has moved out of the other house. When we get the money for the house – we need to work out projects for this. Still not sure when we will be receiving this. To do a wish list for this.
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	Staffroom – new kitchen area and the caretaker's shed. This would also allow 2 vans in there. Plus around \$10,000 to get rid of the old shed. \$90,000 + GST Brad worried about conflict of interest with his building work. Brad to put through a price and then possibly have another quote. He is to itemise everything on the bill, materials and labour. If we had to wait for another builder, we would be waiting for a very long time before we could get anything done. Sam, the fire guy. Upgrade is minor and will be sorted out. This will go out for tender. Would like to finish tidying the front of the school. Fence and the stumps gone.
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TPU Report: Trace Jones	On Teams – All read and accepted
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Farm: Jason Loveridge <i>Moved Loveridge that the farm report is received. Seconded Gernhoefer</i>	Have a plan set up for use of the farm. In 2025 it should be all go. This has been communicated with the Trust. The new MoU has this in it.
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Application for Funding <i>Motion Stone for request to apply for funding from Pelorus Trust, Lion's Foundation and Toi Foundation. CARRIED All</i>	Cam has talked to the staff re: phone ban in classrooms. Phones were used a lot for photos of their work, drama, fabric etc... Request for tablets – 54 tablets requested from departments so that students were able to meet these requirements without having to use their phones. Cam would like to apply to Pelorus Trust and the Lion's Foundation for funding. Tough Girl, Tough Guy challenge, students on each station used to use their phones for communicating during this event. We would like to get some walkie-talkies for this. Cam would also like to apply to the Toi Foundation \$60,000 for an upgrade. We would like to get some speakers as they 2nd one just blew.
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Correspondence:

Inwards correspondence includes emailed circulars, etc. NZSTA news –

Date	Name	Regarding
18 Jan	F Osborne	Update on sale of 96 Swansea Road
24 Jan	D Rawlinson	Request for leave
7 Feb	L Kelson	Request for annual leave
7 Feb	Kim Dennis	Board Vacancy
15 Feb	Mark (ITCS)	Time Capsule of Jubilee

Outwards Correspondence

Date	Name	Regarding
13 Dec 23	B McLeod	Resignation Acceptance
13 Dec 23	J McFarlane	Resignation Acceptance
13 Dec 23	R Lightoller	Resignation Acceptance
14 Dec 23	A Hickford	Resignation Acceptance
14 Dec 23	L Kelson	Employment Issue Reply
26 Feb 24	Ostler's Trust	Application for funding

General Business:

Chairperson for the following year. *Gibbons nominated Jason Loveridge, seconded by Cameron Stone. CARRIED All*

Time Capsule – Need more information for this. Cam's PA to do this for him.

Kim Dennis – perhaps for our next election as there will be vacancies. We can co-opt them on, but would need a specific reason. Brad will be leaving the Board earlier than the next election. He knows a builder that has kids here and he would be happy to come onto the Board.

Application for funding for setting up the horticultural section – Letter sent to Ostler's Trust

Closed Agenda (Public Excluded Business) a. Apologies b. Confirmation of minutes c. Matters arising d. General Business Discussion of matters relating to staff and students, including Welfare and Discipline Committee	<i>Moved Loveridge that the public be excluded for agenda items relating to NAG5 pursuant to section 48 of the Local Government Official Information and Meetings Act. The reason being to discuss matters regarding personnel and the ground is to protect the privacy of individuals</i> <i>Moved Loveridge that the Board move out of Public Excluded Business at CARRIED All</i>
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Meeting closure: Preparation for next meeting	
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Meeting closed at 8.03pm

Motions from the meeting:

Moved Loveridge/All that the minutes of the meeting of are approved. Seconded Gernhoefer.

Moved Stone that the Principal's report is accepted. Seconded Gernhoefer.

Moved McCallum that the student report is received. Seconded Loveridge.

Moved Gernhoefer that the Board approve the payment of the accounts. Seconded Triggs

Moved Stone that on the 11th of January the Finance committee met to review the budget and it was accepted with the following changes: Increase of Board payments from \$9500 to \$10,000 and an additional \$20,000 for the upgrade of the school house. Seconded Loveridge.

Moved Gibbons that the property report is received. Seconded Triggs.

Moved Loveridge that the farm report is received. Seconded Gernhoefer.

Motion Stone for request to apply for funding from Pelorus Trust, Lion's Foundation and Toi Foundation. Seconded Loveridge.

Signed:

Board Chair:



Date:

28/02/24