



Stratford High School Board

Minutes of Board meeting

Tuesday 28 May, 2024

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

Visitor's Report	Ian Angelsey – HoD Technology
	Gave a thorough report to the Board. Modules – not seeing the impact at the moment This year was fine for numbers – was a gender bias. Fabric only has girls this year. They haven't had taster modules during year 9. We are trying to expose students to things they haven't tried before. Reece is doing a great job over in the resource unit and trying to give primary students tasters to give them a go before they get to High School. There are great staff in technology. DVC – couldn't find a teacher. The materials rooms are great facilities. Biggest barriers going forward – Losing staff because they are so hard to replace. Our numbers have grown – 2 year 11 classes. This looks like it will follow through next year also. The teaching staff have made a difference to this. They make the students have a positive experience. Will offer a year 9 module that will run in metal work in the 2nd half of this year. The machinery is pretty tip top, but the extractor system is due for maintenance. It hasn't been cleared as much as it should. We would need to find someone to do this maintenance. Metal work room – some things that have been broken for a while, no compressed air. Pipe work needs doing if we get compressed air. Having a forge running would be really good to use too. Woodwork room is really good, but would like an industrial CnC router. Pricing for air compressor in the metal room would be the first thing to look into.

Declarations of Conflicts of Interest

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

Administration

Confirmation of minutes <i>Moved Loveridge that the minutes from the previous meeting are approved.</i> <i>Seconded Triggs</i>	Minutes were discussed and signed. Moved Jason Loveridge Carried: All
Matters Arising:	Worth noting that Cathy Quigan has been quite crook – was meant to be at last staff meeting but unable to. She will be on hold for the moment. Dirk has picked this up to help work through it. We hope that she will be okay to come in before Term 3 to continue this. 35 Tablets were purchased, plus 5 for Heidi. These should be out to departments next week.

Board Reports:

Principal Report: <i>Moved Stone that the Principal's report is accepted. Seconded Loveridge.</i>	<i>On Teams</i> School visits at the start of this term went really well. Had a great couple of days. Fiona thoroughly enjoyed this and now wants to run a hands on programme. Asked Dairy Trust to use the acres they have. Would make a school farm. This would be all student levels. The plan is not to go with the Ag classes and then a separate farm plan. To go with the whole system that they use on farms. We would need an idea of what we would need to get this up and running. Holidays and running of stock? – Possible roster of students and also Fiona and Cam live locally. Farm Manager could also oversee this. Academic tracking – We are ahead again this year. Allana, the Deans and staff are tracking this well. We will have a great record to see if we are making a difference and are the students improving. Contacting parents – Learning support team help with this along with the Deans. Allana works with the seniors. Conversations to parents will be starting soon, as Term 1 results are marked and being moderated. First year that we have used template letters eg: your child missed first assessment etc... School Nurse – The room looks really good. Curtain still needs to go up. Seen 22 students in the 1st 3 weeks. Having a trained medical person here also helps put people at ease. Policies – schedule of delegations – needs to be reworded, \$ amounts decided on and signed. <i>Cam to look into this.</i> Careers room is now upstairs in the library and the flow of students is up by 50%. This has been a positive move. The new laptop loan system is going really well. The only issue is the quality of the devices. They are getting old. They are running out of charge. Laptops are now often out and being used. They are okay currently, but something that we need to get soon. We need to start budgeting for a continual upgrade of our devices. We are also considering getting Chrome Books. These are better value for money and tend to last longer too. Finding sponsorship is a full-time job and it might be better to budget for 20 per year. Cam will apply through the lotteries and see how this goes. Maybe looking at 2025 to think of budgeting this in.
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Student Report: Matthew McCallum <i>Moved McCallum that the student report is received. Seconded Stone</i>	<i>On Teams</i> School Cross Country/Colour run – we had about 50% of students participating. Our student leader have been visiting primary schools around the province. We have held a Summer Sports Assembly. The annual Pink Shirt Day was held. Gideon's New Testaments were handed out to some of our year 9's. Brake – Road Safety Awareness Week – a Hi-Vis themed mufti day was held. Tui Ora – did steak sammies to celebrate youth week.
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Staff Report: Dan Kerr	<i>On Teams</i> Nothing to report this month.
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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 Triggs that the Board approve the payment of the accounts. Seconded Stone</i>	<i>On Teams</i> No meeting so far. There will be a double meeting for next meeting. Admin staff were at 40% (we're only 33% through the year). They had received an equity payment, which explained the discrepancy. Budgeted forecast \$880,000 available funds for end of the year \$971,000, this is based on unbudgeted income. Current net surplus \$172,000. We are in a reasonably good position. Still waiting on the house money. We have not yet been given a date when we will be receiving this. Annual accounts have just been signed off.
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Health and Safety: Jane Tobin	<i>On Teams</i> Still no meeting – Will discuss with Kelly
Property Report: Brad Gibbons <i>Moved Gibbons that the property report is received. Seconded Loveridge.</i>	<i>On Teams</i> Demolition started. Carpeting being priced up. Fire upgrade – certificate of acceptance. Public use until 13 th November. Nurse's room up and running. Fire alarm was set off by dust, have now covered these. Will catch up with Heidi regarding Shakespeare Suite. We are organised to get some more carparks painted.
Farm: Jason Loveridge	Nothing to report here.

Correspondence:

Inwards correspondence includes emailed circulars, etc. NZSTA news –

Date	Name	Regarding
9 April	Natasha Peck	Resignation from Te Rangimarie
30 April	School Docs	Updates
14 May	Flow Industries	Radiator
15 May	Louise Edgcomb	WSP info
15 May	J Bastin-Lindsay	Maternity Leave

Outwards Correspondence

Date	Name	Regarding

General Business:

Radiators, \$15,000 for 4 offices. Might be cheaper to purchase heat pumps. For the smaller offices, a radiator style heater on the walls. (Panel heaters). Brad will get a price for these.
Ostler's Trust – put out an advert for a horticultural expert.
Student survey regarding equipment wanted by students during break times.

Matthew will bring this to the next meeting.

Resolution for NZCT, tournament week application. Approved and Passed. Resolution to be typed up and signed.

School Van – Van usage guidelines. We want this van to be more cost effective than hiring a van. Need to have warrant, RUCs etc... all covered. This would be charged to departments who are using it. Normal checks etc... as you would a normal rental car. Kilometres would have to be recorded – kms before and after they use it so this can be used to charge correctly. Van to be used for school trips and for staff members for school business only. Non-staff members, if needing to drive for us would have to follow the rules and sign a contract before they can drive.

Employer Responsibility Policy on School Docs. We are happy with what they have in the school doc policy.

Ending employment – school docs policy

Resignations – comfortable, but we don't set an exit interview.

Medical Retirement – will work through this as it happens

Dismissal and termination – surplus staffing, disestablishment of position – we are happy with this.

Processes will be filed – Teaching council would have to be notified.

Overseas trips – group of parents turned up regarding the overseas trips. The consensus was to follow through with this, but lots of different sports. We want it driven by the community. We would have a committee set up to have regular meetings and have things to work towards. They need to bring health and safety, selection of students, fundraising etc and then would come to Board for approval. This would have a

consensus from the community with clear policy. Parents would be making the decisions. Board is happy for this committee to be formed.
 Jason approved Carl Triggs to be put forward for the 2024 Appointment of Delegate for the AGM being held on Saturday 08 June, 2024. Paperwork was signed and Amanda to email this through.

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</i> CARRIED All
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Meeting closure: Preparation for next meeting	
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Meeting closed at 8.35pm

Motions from the meeting:

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

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

Moved McCallum that the student report is received. Seconded Stone

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

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

Moved Loveridge that Resolution for NZCT, tournament week application is approved. Seconded Stone.

Signed:

Board Chair:



Date:

26/6/24