



# Stratford High School Board

## Minutes of Board meeting

**Tuesday 27 August, 2024**

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

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| Visitor's Report | <p>Michael Taylor – ESOL and German</p> <p>English speakers of other languages. Most are from the Philippines a few from Samoa and an exchange student from Italy and Spain. ESOL is brand new for Stratford High, few resources and little expertise. Went and looked at other schools for ideas and resources. Programme now put in place and proud of what we have achieved so far. We've been pretty lucky as the students English is around the same ability. They are doing level 1 and 2. The big barrier is the numeracy and literacy credits. With the numeracy, the questions are quite wordy which makes it difficult. Can't have the maths questions translated. Some have achieved these though. ESOL is not just another subject on the timetable. It is a safe space for them also. Torn from their homeland and now living in the 'back of beyond'. A real culture shock for them. The pastoral side of this cannot be underestimated. Pathway guidance has been good for them also as they don't know the NZ system. Finding a way forward for them. Looking at Careers and WITT. Not sure if they are in NZ permanently or even in Stratford for a length of time. The ministry is putting money into it. Lack of teachers around the country. We are given \$1000 a year specifically for the ESOL programme.</p> <p>Exchange programme – having different cultures here enriches the school and broadens the students and teachers role. We would like to look at extending the student exchange programme. Would like to set up a programme ourselves. Then look at working with agencies to get fee paying students to come here. Great to help with diversity and acceptance. How do we integrate them into our school? To ensure they are part of the school? If we have too many of the same culture/country they tend to stay together, which limits their engagement with other students. If only 1 or 2 they have to connect with our students. The 2 exchange students this year have made some great friends already, have attended the ball and enjoying their time here. Things like cultural days, flying the flag of the students we have here to make them more visible.</p> <p>German is in a state of flux. Language is hard and a lot of kids can get through level 1, but with level 2 and 3 the topics and the language gets quite hard. Currently have one class made up of years 10, 11 and 12. The divide in the class is too great. As an experiment, doesn't think this has done well. Next year will honour the students continuing. Alternative is not to teach German. Would need a second teacher to help with this.</p> |
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### *Declarations of Conflicts of Interest*

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

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| <p><b>Confirmation of minutes</b><br/> <i>Moved Loveridge that the minutes from the previous meeting are approved. Seconded Gernhoefer</i></p> | <p>Minutes were discussed and signed.<br/>         Moved Jason Loveridge<br/>         Carried: All</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <p><b>Matters Arising:</b></p>                                                                                                                 | <p>Term deposits were discussed in the Finance Meeting.<br/>         Topec short-fall was discussed between Suzie and Cam. Colin will confirm the numbers. There are still some automatic payments coming through. There still will be a short fall. It's a set cost, not per student.<br/>         Update on school hall – TSH quote might be honoured. They will get back to us. This will need to be a summer job as the Hall is booked solid with exams and prize giving.<br/>         Property – Council fire upgrade – still waiting on this.<br/>         Rent money from the house – Separate line in the accounts to show this.<br/>         Heaters just being put in. First inspection needs to be set at next Board meeting.</p> |

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| <p><b>Principal Report:</b><br/> <i>Moved Stone that the Principal's report is accepted. Seconded Triggs</i></p>                   | <p><b>On Teams</b><br/>         Sep 2<sup>nd</sup> – roll return for staffing. Hope to get more staffing. The roll has stayed fairly steady. Possible drop off in the next few weeks with exams.<br/>         Haven't hit the 90% goal, but close to 80%. Attendance is holding relatively strong. Those parents with students at school would have gone through Poutama meetings. Have had good response back from a lot of parents. Staff were put under a bit of pressure regarding career guidance. Great for understanding the need for all staff to have these conversations with our students and positively guide them.<br/>         Electives have just gone out for parents – broken up, 2 hours per week, sports, music and art, creative, cultural and social, games and hobbies and personal improvement. First choices won't always occur, but we hope that passion projects will help with student engagement. Juniors will do 4 in the year or could do it all year. Seniors will have study at the end due to exams.<br/>         70% have their literacy and 66.6% have numeracy. Must have these to achieve NCEA.<br/>         13's going well, year 12's are being monitored.<br/>         Survey - 70 responses from parents.<br/>         Some teachers are excellent at communication and others are not – was a consistent theme. This is an HoD issue. They need to be behind this as parent contact is important.<br/>         Term 4 – will be when these are discussed with staff.<br/>         Poutama day - juniors they were asked to stay home. Call back day for our senior students. This would be for opportunity for resubmissions etc... A junior work day – Kelly planning this. Get expression of interest from agencies. This will be publicised starting with Facebook. 2-3 hours of work. \$20.<br/>         Serious incidences – build a house. Issue with one of the ladders and it fell with the student on it. Had to talk to Bryan – must be a process of checking for safety.<br/>         Swinging on chairs – high science chair – set of cupboards behind her and she smacked her head on it. Was unresponsive. Ambulance took 57mins to get there. Mum got there and was with her within 15mins. We didn't have a specialised staff member on site. All staff have their first aid certificate. Emma is our first responder. Our processes were followed and we followed 111 advice over the phone.<br/>         Ostler's Trust - Chris from Hollard Gardens – diligent and has started. 15hours per week. Signage with their name on it – Board agrees with this. Sign might go on the shed which can be seen from the courts.</p> |
| <p><i>Motion Stone that we put a sign on the horticultural section with Ostler's Trust name on it.</i><br/> <b>CARRIED All</b></p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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| <p><b>Student Report:</b><br/> <b>Matthew McCallum</b><br/> <i>Moved Gernhoefer that the student report is received. Seconded Loveridge.</i></p> | <p><i>On Teams</i><br/>         Ball was excellent and they behaviour was impeccable. Very proud. Got a sense they had a good time. 10.30pm finish worked well.<br/>         Responses – When it is wet, there are always spaces available. Hall, stadium, classrooms and corridors. Sometimes corridors are locked because students poke out the glass in the fire alarms, but dry spaces are always made available.</p> |
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Signature: \_\_\_\_\_

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|                                                                                                           | Weighted table tennis tables, 2 or 3 of these would work well. |
| <b>Staff Report: Dan Kerr</b><br><i>Moved Kerr that the staff report is received. Seconded Gernhoefer</i> | A thank you for the heaters in B Block ☺                       |

Committee reports: ideally a written report is circulated with the agenda.

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| <b>Finance: Triggs &amp; Gernhoefer</b><br><b>Accounts:</b> The Board must approve the month's accounts, as recommended by the Finance Committee which has scrutinized them.<br><b>Minutes:</b> Minutes of the Finance Committee meeting are received.<br><i>Moved Gernhoefer that the Board approve the payment of the accounts. Seconded Triggs</i> | <i>On Teams</i><br>Departments are over budget – some are unavoidable due to purchase of workbooks. We need to supply them as they are necessary. Digital will be in the future which will alleviate some of these costs. Not enough laptops to go around currently. Some staff have run with using devices but others not so much. Still a few years of 'shifts' before we can rely purely on digital.<br>School van – how is this going? Not used as much as thought. Been to Auckland, Palmy and Wellington. Working out cheaper for us. Spacious and easy to drive. Staff would like more vans for tournament week and activity week. Next year with the electives we will be running students around to activities too.<br>It is definitely covering costs for maintenance. Coded in the budget for the van.<br>Van for sale at St Mary's – Cam was going to enquire. Might be a cheaper option.<br>Balance is looking healthy.<br>Roof on the courts – Brad has got some quotes. Might need to look at resurfacing.                                                                                                                                                                                                                                                                                                   |
| <b>Health and Safety: Jane Tobin</b>                                                                                                                                                                                                                                                                                                                  | Meeting was postponed again.<br>Kelly is doing the health and safety certificate.<br>Meetings need to be done once a term at a minimum.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Property Report: Brad Gibbons</b><br><i>Moved Gibbons that the property report is received. Seconded Gernhoefer.</i>                                                                                                                                                                                                                               | Meeting re: CNC machine. Waiting to see what size. Perhaps put in a floor to ceiling window and remove for getting it in and getting it out. Weighs 1 tonne. We are able to get a forklift in that space.<br>Tough girl/guy challenge – new obstacles. Looking at around \$2000.<br>School house is all finished. Just waiting for one set of curtains. Panel heaters are in the rooms now too.<br>Roof over the tennis courts – 18m by 13m – poles around the outside and will go into an apex. 18m is the maximum as anything longer will need an engineers and that gets pricey. Still waiting for prices on this.<br>Waiting for the hot mix for the tennis court.<br>Caretakers shed - Will be room for tractor, the mower and the bins too. Will see if we can have a space put in for the rugby equipment. Brad will get a price on that.<br>Possibly a container to store the sports gear. Looking at \$4.5 – 5 grand.<br>\$100,000 + GST – includes concrete and ripping out the old shed, power too.<br>Staffroom kitchen – looking at \$50,000. Needs new furniture and painting too. Brad will get quotes on this also.<br>Hall roof – leaking, but need to wait for rain to stop before it can be fixed.<br>Music room has been measured up.<br>Dan Kerr's room for carpet also.<br>Stumps need to be removed. |
| <b>Farm: Jason Loveridge</b><br><i>Moved Loveridge that the farm report is received. Seconded Stone</i>                                                                                                                                                                                                                                               | L. A. Alexander Trust – supporting schools. Going to try and see if they are able to cover most of this cost. End of September they will come and meet us. We will be looking at around \$40,000. End of Jan we would like these to be built. Are we happy to pay the initial cost? Yes, all agreed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

## ***Correspondence:***

Inwards correspondence includes emailed circulars, etc. NZSTA news –

| Date      | Name         | Regarding                                 |
|-----------|--------------|-------------------------------------------|
| 30 July   | School Docs  | Updates                                   |
| 16 August | J Mack       | Request for leave                         |
| 16 August | Tony         | Using a metal detector on school grounds  |
| 16 August | Tracey Blake | Stratford Park Motorsport Complex Signage |

## **Outwards Correspondence**

| Date    | Name     | Regarding              |
|---------|----------|------------------------|
| 23 July | L Kelsen | Resignation Acceptance |
|         |          |                        |

## ***General Business:***

Metal detecting on the school grounds to look for coins etc. We have no issues with this. Amanda to respond to them.

Hospitality requests – curtains, extractor fans. Will wait until we have someone permanently in this space.

Signage for speedway – will be driver training here too. Is this something that school funds should be spent on? No. We will not be doing this.

Basketball siren – still unsure if that has been fixed.

Overseas trips – committee set up. First one would be netball tournament. Cost \$3967 per child. For July holidays next year. It was a good, thorough application. Fundraising should go across the team. Discussions to be had with anyone not pulling their weight with fundraising. This policy is now on our school docs.

Staff/Parents that go on the trip. Up to 3 adults will be covered for the trip. If you are attached to the group there will be no drinking. Supporters should stay at another hotel. Opt out clause – if want to pay for their own child with no fundraising. No later than 10 months before the trip, all communication should happen.

Hockey – for 2026 in most of a holiday break. Overall cost \$3000 per person. Fundraising for half and the other half would be \$20 per week saved until the trip.

We are happy as a Board to give these two trips the go-ahead.

*Motion Stone that the Board give permission for these two overseas trips to go ahead. CARRIED All*

*Motion Stone that the TPU continue on the Donation Scheme for next year. CARRIED All*

Carl will be the delegate for the Special General Meeting.

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| <b>Closed Agenda (Public Excluded Business)</b><br>a. Apologies<br>b. Confirmation of minutes<br>c. Matters arising<br>d. General Business<br>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><br><br><i>Moved Loveridge that the Board move out of Public Excluded Business at CARRIED All</i> |
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| <b>Meeting closure:</b><br>Preparation for next meeting |  |
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***Meeting closed at 8.38pm***

## ***Motions from the meeting:***

*Moved Loveridge that the minutes from the previous meeting are approved. Seconded Gernhoefer*

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

*Motion Stone that we put a sign on the horticultural section with Ostler's Trust name on it. CARRIED All*

*Moved Gernhoefer that the student report is received. Seconded Loveridge*

*Moved Kerr that the staff report is received. Seconded Gernhoefer*

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

*Moved Gibbons that the property report is received. Seconded Gernhoefer*

*Moved Loveridge that the farm report is received. Seconded Stone*

*Motion Stone that the Board give permission for these two overseas trips to go ahead. CARRIED All*

*Motion Stone that the TPU continue on the Donation Scheme for next year. CARRIED All*

Signed:

Board Chair: \_\_\_\_\_



Date: \_\_\_\_\_

24/09/24

