



# Stratford High School Board

## Minutes of Board meeting

**Tuesday 22 October, 2024**

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

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| Visitor's Report | Trace Jones Whaimana Ako TPU                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                  | <p>We set up an IEP for every student to identify personal learning goals. These are reviewed every term, usually week 6 or 7. Most students are getting their 15 – 20 credit goal per term. Qualifications are being met by students who have been attending. (Other than those who have had to have maternity leave.)</p> <p>Understand and know to value the TPU Values: Whanaungatanga, Kotahitanga, Ngākaupī and Tūtika... reciprocal and respectful relationships, ownership of actions/decisions, creating positive future for themselves and children, being an active team member and participating in what we offer.</p> <p>We acknowledging students when they are achieving these goals/values and they receive 'money' for the end of term auctions.</p> <p>We have had a challenging year with this cohort. Tension had been bubbling under the surface before they attended our course. Cam and Kelly intervened here to help with this. We would have a process for expulsions. We are bound by the Board policy as they are Stratford High Students. No parents involved as they are independent. We would engage the Ministry for guidance if this was to occur. The only option we have at present would be to not collect them if this occurred. It is our best strategy for stand downs.</p> <p>We have a better vibe in the unit currently, but still some volatility, but we are keeping tabs on this daily.</p> <p>11 who are returning, we are constantly reinforcing our values. Numbers are currently at 19 students.</p> <p>We are funded for 25 students. Although it would be very difficult to fit 25 into our current space.</p> <p>We are looking to work with their vocational pathway and use providers. We are heavy on this pathway at the moment due to the cohort we have. They have come in with unit standards. They are currently in a credit counting culture.</p> <p>They must be under 19 on the first year they enrol and usually 3 years from then. If year 10, might do 4 years.</p> <p>Hito, ECE, Vet Nursing through Otago Uni and Career Force.</p> <p>We make sure they have childcare sorted when they leave for study or work. This can be the hardest part of their transitioning due to lack of spaces available to them.</p> <p>We have a new contact, Michelle, who has a contract with MSD to help students with CV's.</p> <p>We are proud of our retention rates. The students who are leaving have mostly finished Level 3 NCEA. Numeracy and Literacy have been achieved by all the students attending.</p> <p>Would like to revive our link with the Careers within the High School and have an opportunity for our students to have 1 on 1 conversations with the careers advisor.</p> <p>Our Ka Ora Ka Ako will be continuing in 2025 and our funding will be increasing. This is because we have gone with the special diet requirements – Hapu mamas</p> <p>Functional Numeracy and Literacy have been offered for a further two years for TPUs.</p> |

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|  | <p>Digital Tech – we have chrome books as they were cheaper and funded by MSD. These are kept in a locked cupboard and students take these when they leave. Charging them when they are locked away would be handy but we have no space available for this.</p> <p>Te Kura is delivered on line, as is STAR but most students prefer paper copies.</p> <p>Careers connection – this has been advertised as Viv is retiring. They will have scope to deal with the TPU Students.</p> <p>TPU students' children have priority spaces with the Koru Kindy. But we do have to be mindful of the staffing within the Kindy when students are away.</p> |
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### ***Declarations of Conflicts of Interest***

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

### ***Administration***

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| <p><b>Confirmation of minutes</b><br/> <i>Moved Loveridge that the minutes from the previous meeting are approved. Seconded McCallum</i></p> | <p>Minutes were discussed and signed.<br/> Moved Jason Loveridge<br/> Carried: All</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <p><b>Matters Arising:</b></p>                                                                                                               | <p>Phone pouches – most staff believe we should continue with these as it is working.</p> <p>Cameras in the hallway – Jo is looking into this. May do ½ this year and ½ next year as the price is double what we thought it was going to be. These will be from Repco as the camera quality is excellent and they have movement sensors. Board happy for us to purchase all of them this year.</p> <p>School Ball surplus was legit and it will roll over to next year. This was because there was a lot of volunteering for this year's ball to occur.</p> <p>Testing and tagging – Based on our environment – This is legit and protocol is followed. \$15,000 to \$20,000 per year. Budget will be adjusted to cover this. This will also cover us for insurance.</p> <p>Cam's holiday allowance – this can be paid out if Cam resigns. 51 days currently owing. We will look at this next year as it shouldn't be this high. This will be 'dwindling' down.</p> <p>Van from Gisborne – was a surplus. Van is funded and she needs permission from them to sell it. We are waiting to see if she is able to sell it to us.</p> |

## Board Reports:

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| <p><b>Principal Report:</b><br/> <i>Moved Stone that the Principal's report is accepted. Seconded Gernhoefer.</i></p> <p><i>Moved Stone that Lisa Dent be able to apply to Toi for a \$40,000 Events Grant for Teacher Aides. (Students at Risk). CARRIED All</i></p> <p><i>Moved Stone that Kelly Rawcliffe be able to run community night classes in her classroom (sewing). CARRIED All</i></p> | <p><i>On Teams</i><br/> Attendance is an ongoing battle. 41% of student body are attending 90% or more. 70% are attending 80% or above – but this means still missing a day a week. Every school is similar or worse.<br/> Students taking a holiday during term time also changes these results.<br/> Credit count – slightly ahead in year 11, but similar in year 12 &amp; 13 to last year.<br/> Lap tops are here now. Managed to get 48 of these.</p> <p>Vocational pathways – build a house. 27 students wanted to do this. Only 12 spaces. Interviews for these. Looking at behaviour and attendance when filling these spaces.</p> <p>Filled a lot of teaching positions, but we are still looking to fill the Science position.</p> <p>Nurse report – Contract with Team Hope were summary reports and a larger one in Term 3. There are a number of students going through and she is having an impact on their attendance. This has been quite significant. This is also because she is a very kind person. The pastoral care space lets our students feel comfortable.</p> <p>School is now open for 380 days – we are following ministry guidelines. We were slightly more than this previously.</p> <p>\$40,000 grant - upgrade started. Audio has been done and also some of the stage lighting.</p> <p>Farm – yards will be done by Feb next year.</p> <p>Emailed – dark space sensory room has started in T0 for Te Rangimarie students.</p> <p>CNC router has been purchased. Just needing this to be assembled.</p> |
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| <p><b>Student Report: Matthew McCallum</b></p> | <p>No Report this meeting.</p> |
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| <p><b>Staff Report: Dan Kerr</b></p> | <p>No Report this meeting</p> |
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**Committee reports: ideally a written report is circulated with the agenda.**

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| <p><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></p> | <p><i>On Teams</i><br/> We currently have a good surplus.<br/> Relievers – over budget. PD, Planning and prepping, sickness. We should see a reduction in this in the coming future.<br/> Next year – ops grant is slightly increasing. This is something to be mindful of.</p> <p>Department funding - \$25,000 under budget. This can be used for extras like relieving.</p> <p>Brad's invoices have been printed and shared. This is for transparency for the Board. Brad should now say that it is a conflict and the Board will move that he can take on the job.</p> |
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| <b>Health and Safety:</b><br><b>Jane Tobin</b> | No report this meeting.<br>Staff have been asked for representation and 1 <sup>st</sup> meeting will be held soon. Meetings will be held once a term. |
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| <b>Property Report:</b><br><b>Brad Gibbons</b><br><i>Moved Gibbons that the property report is received. Seconded Gernhoefer</i> | Have had quite a bit of feedback about the staff kitchen. Sink in the middle island. We would spread things out to aid with congestion.<br>Also looking at a coffee machine. Whether we do this or not? This would cost quite a lot more than what we are spending now. Would be good for staff well-being. Cam will bring in the figures that Jo has collected.<br>Plexipave – Brad to check out another school (Kaponga) \$45,000 on theirs and it's a similar size.<br>Whare – Brad will come in next week sometime to price up the deck and the kitchen. Walls and painting also need to be done.<br>Siren is here, but this will be done in the Christmas holidays (Basketball).<br>B Block toilets – these do need a spruce up. Will have a walk around and check out the state of the toilets.<br>Will need go ahead from the Ministry for these upgrades. Kitchen, then shed and then B Block. They may require a few quotes. |
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| <b>Farm: Jason Loveridge</b> | - |
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### ***Correspondence:***

**Inwards correspondence includes emailed circulars, etc. NZSTA news –**

| <b>Date</b> | <b>Name</b> | <b>Regarding</b>                         |
|-------------|-------------|------------------------------------------|
| 26 Sep      | School Docs | Update                                   |
| 28 Sep      | N Orr       | Request for leave                        |
| 4 Oct       | K Yorke     | Ministerial Inquiry into School Property |
| 15 Oct      | A Hunger    | Request for Leave                        |
| 15 Oct      | School Docs | Term 4 Update                            |

### **Outwards Correspondence**

| <b>Date</b> | <b>Name</b> | <b>Regarding</b>       |
|-------------|-------------|------------------------|
| 25 Sep      | J Walker    | Resignation Acceptance |

### ***General Business:***

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| Funding for schools – external contractors for looking after school properties. Will need to wait until 2025 to see what happens with this.<br>School lunches for next year – should stay status quo. Compass group will be staying as our provider. They might look slightly different, but still hot and cold meals provided. |
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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 8.30pm***

***Motions from the meeting:***

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

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

*Moved Stone that Lisa Dent be able to apply to Toi for a \$40,000 Events Grant for Teacher Aides. (Students at Risk).*

***CARRIED All***

*Moved Stone that Kelly Rawcliffe be able to run community night classes in her classroom (sewing). CARRIED All*

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

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

*Signed:*

*Board Chair:* \_\_\_\_\_ *Date:* \_\_\_\_\_