



Stratford High School Board Minutes - People and Policy Sub-Committee Meeting

Tuesday 28 July 2026 at 5.30pm in meeting room, Stratford High School

Present:	Cameron Stone - Chair, Jason Loveridge, Jane Tobin, Kate Machen, Greg Topless
Late:	
In Attendance:	Joe Mack
Apologies:	Brent Watkins, Riejanne Campbell

Declaration of Conflicts of Interest

Cam Stone	N/A
Jason Loveridge	N/A
Jane Tobin	N/A
Kate Machen	N/A

MINUTES

Matters Arising from previous meeting

1. Cricket Development Officer – application for TET funding declined

The Principal explained the nature of the TET application and that it was declined. There were 3 other applications from within the Stratford District, and he is waiting to have a conversation with one of the TET members to find out why the application was declined, and will potentially apply again next round or for apply for funding for another project.

Confirmation of minutes

Resolution:

That the BOT take as read and confirmed the minutes of the People & Policy Sub-Committee meeting of 16 June 2026, and note the recommendations therein were adopted by the BOT on 23 June 2026.

Moved: Kate Machen

Seconded: Jason Loveridge

Carried: ALL

HEALTH AND SAFETY

2. Ramp Safety – Shakespeare Suite & Front of School

3. Student Medical Event – Term 2

A student suffered a broken arm at the end of last term on the ramp outside the Shakespeare Suite. We are waiting for a full grip mat to be replaced on that ramp by the contractors. It is especially unsafe in wet conditions. The bridges in the gardens in front of the school also require some form of grip to alleviate the slipperiness of them. Both these matters will be brought up at the Finance & Property Sub-Committee meeting tomorrow.

POLICY

4. Education Outside the Classroom (EOTC) – payments and contributions

The Principal spoke to the memo in the agenda. He gave examples of the types of trips where guidelines are required and what type of payments – eg voluntary donation, sports trips and curriculum based which can be asked from the families. A blanket statement will be formulated on the EOTC consent form which will then be forwarded to all families following those guidelines. He also advised around the ministry guidelines and examples as to what would happen should a student not be able to participate on trip due to financial issues, and how the subject credits could be gained otherwise. Currently the school runs required payment and voluntary payments scheme on the student accounts. That wording needs to be tightened to follow the ministry guidelines. The Principal advised he will seek advice from other secondary schools as to how it is managed elsewhere.

School Docs updates

5. School Community Engagement Policy

The Principal pointed out the consultation process in the policy and for the board to be aware that this is part of his yearly planning cycle to ask for feedback from the community via a survey. One board member commented the communication has been very good from a parent perspective.

6. Inclusive School Culture Policy

Recently there has been a few public comments and pushback from events such as Pride Week. The importance of inclusivity of all students and staff was discussed and it was noted that the new Deputy Principal – Pastoral has been actively working in this space. Board assurances were discussed to clarify where the board responsibilities are attached to these policies. Discussion around the equity and cultural diversity dotpoints was clarified to the board by the Principal.

PEOPLE

7. Nurse

The Principal advised the new Nurse begins Tuesday 3 August 2026 for 4 days/week – 5 hours/day.

8. Volunteer Proposal – Additional Support – Te Reo Maori, Te Ao Haka & Maori Boys Mentoring

The Principal spoke to the proposal. It was proposed for additional support of 6 hours/week, providing a positive role model for the department and students. The preferred applicant would be police-vetted before commencement and it was suggested a basic contract be signed between the school and successful applicant. The Board requested the Principal seek more information around expectations, health and safety etc, and report to the Board meeting next week. The Principal also undertook to meet the prospective applicant prior.

GENERAL

9. Staff PD Grant Application

The Principal gave background regarding what the Staff PD Grant application process was – which is to offer an opportunity for staff to do something that may not normally fit into the school PD budget, up to \$5000. This particular application from the HOD of Te Rangimarie seeks for herself and 2-3 staff members from that department to travel overseas to Italy to experience the Reggio Emilio Pedagogy being utilised in the department. It was noted the grant would not cover all expenses for the team, but there would be opportunity for staff to continue their travels personally as well and contribute towards the costs. It was noted this trip timeframe runs over school holidays and school time.

The costs for teacher relief would also need to be considered within the application, which would affect costs significantly they believed. The Principal suggested he will seek further clarification on the potential staff attending, relief costs whilst away, potential for a closer venue to reduce costs, and if circumstances change for other staff members who are unable to travel what happens next, and confirmation that this travel will be undertaken with insurance.

CORRESPONDENCE

None

LATE ITEMS

PUBLIC EXCLUDED BUSINESS

Recommendation:

That the public be excluded for agenda items relating to People Agenda Items (noted above) pursuant to section 48 of the Local Government Official Information and Meetings Act. The reason being to discuss matters regarding personnel on the grounds to protect the privacy of individuals.

Moved: Jason Loveridge
Seconded: Kate Machen
Carried: ALL

Meeting Closed at 6.15pm to go into Public Excluded

Signed:



Date:

18/8/26