



CHRISTCHURCH BOYS' HIGH SCHOOL
MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF TRUSTEES
HELD AT 5.30 PM
ON MONDAY 24 MAY 2010
IN THE LIBRARY CLASSROOM AT THE SCHOOL

PRESENT Mr M Jordan (Chairperson), Mr B Keen, Mr T McIntyre (Headmaster),
Mrs S Davidson, Mr R Taylor, Mr H Matthews, Mrs R Williams, Mr G Adams

IN ATTENDANCE Ms K Wilson (Secretary)

1. ADMINISTRATION MATTERS

1.1 Apologies – Nil

1.2 Election of Chairperson

The Secretary took the Chair and called for nominations

Motion: Moved B Keen Seconded R Williams

That Mr M Jordan be nominated as the Chairperson of the Board of Trustees.

Carried

There being no further nominations, M Jordan was duly elected.

M Jordan took the Chair.

Election of Deputy Chairperson

Motion: Moved S Davidson Seconded H Matthews

That Mr B Keen be nominated as Deputy Chairperson of the Board

Carried

There being no further nominations, B Keen was duly elected.

1.3 Delegated Authorities

- The list of Delegated Authorities had been circulated with the agenda.
- Several points were brought up and discussed.
- Changes to be made by the Secretary on point vii and xiv.
- Headmaster to find Board's Appointment Policy and Leave Policy to be discussed at the next meeting.
- Delegated Authorities will be ratified at the next meeting.

ACTION: That the Delegated Authorities be ratified at the next Board meeting.

1.4 Board of Trustee Committees - Roles & Responsibilities

- The list of Committees was reviewed.
- Discussion was held regarding various Committees and the responsibilities and expected time commitment attached to each.
- Decision was reached to combine the PTA and Old Boys' Association meeting Board representation to the same person each month on a rotation basis.
-The meeting schedule of representation was decided.
- The Headmaster is to speak to J Brady to confirm her interest in being on the Development Committee and ask her for the information she discussed at the 5 May 2010 Board of Trustees meeting.

ACTION: Headmaster to speak with J Brady re the Development Committee and request the information she discussed at the 5/5/10 Board meeting.

- M Jordan is to contact A McPhail re his possible interest in being on the Student Discipline Committee.

ACTION: M Jordan to speak with A McPhail re his possible interest in being on the Student Discipline Committee.

- It was decided to ratify the BOT Committees list at the next Board meeting.

ACTION: Board to ratify the BOT Committees list at next meeting.

- It was noted that S Davidson and the Audit Committee has contributed a huge amount of time and work into the Policy reviews this past year.
 - There is much more to do.
 - It was agreed the Audit Committee needed a Secretary for the work they are doing.

1.5 Confirm Te Kura Trust Representation

M Jordan and H Matthews will be the Board Representatives.

1.6 Board Training

- Discussion was held on Board training available from the MOE.
Headmaster to email information to Board members.

ACTION: Headmaster to email MOE Board training information to Board members. ASAP

- NZSTA National Conference to be held in Christchurch July 2010.
Headmaster to email information to Board members.

ACTION: Headmaster to email information re NZSTA National Conference to Board members. ASAP

1.7 Approval of Funding Applications

Motion: Moved T McIntyre Seconded B Keen

That the Board approve the School applying for the following Grants:

Charity	Amount	Purpose
Mainland Foundation	\$3,000	Accommodation for the 1 st XI Hockey going to Rotorua for the Rankin Cup 29 August – 3 September 2010
Air Rescue	\$5,000	Air fares & van hire for the 1 st XI Football team competing in Napier at the NZSS Championships 29 August – 3 September 2010.
First Sovereign Trust	\$8,000	Air fares & Van Hire 1 st XI Hockey travelling to Rotorua to compete in the Rankin Cup 29 August – 3 September 2010
Youthtown Foundation	\$1,300	Hall sound equipment - crossover
Trust Aoraki	\$6,000	Rugby Gear, Accommodation, Transport and Clothing.
Pub Charity	\$4,000	Cricket match and practice balls.

1.8 Board Photo

To be taken at the July Board meeting.

1.9 Next Meeting Dates

Adams House - 4.30pm 1st Wednesday of the Month

Board of Trustees - 6pm 1st Wednesday of the Month

Resources Committee – 5pm Last Wednesday of the Month

Next meeting to be held Wednesday 30 June 2010.

Meeting closed at 6.40pm.

APPROVED
2010

CHAIRPERSON



CHRISTCHURCH BOYS' HIGH SCHOOL

ACTION POINTS FROM THE MEETING OF THE BOARD OF TRUSTEES HELD AT 5.30 PM ON MONDAY 24 MAY 2010

By Who	Action	Reference	Due
Board members	That the Delegated Authorities be ratified at the next Board meeting.	1.3	JUN
Headmaster	To speak with J Brady re the Development Committee and request the information she discussed at the 5/5/10 Board meeting.	1.4	ASAP
M Jordan	To speak with A McPhail re his possible interest in being on the Student Discipline Committee.	1.4	ASAP
Board members	To ratify the BOT Committees list at next meeting.	1.4	JUN
Headmaster	to email MOE Board training information to Board members.	1.6	ASAP
Headmaster	To email information re NZSTA National Conference to Board members.	1.6	ASAP