

CONFIRMED MINUTES

CBHS BOARD OF TRUSTEES MEETING



At the **CBHS Board of Trustees Meeting** on **2 Aug 2022** these minutes were **confirmed as presented**.

Name:	Christchurch Boys' High School
Date:	Tuesday, 21 June 2022
Time:	5:30 pm to 9:25 pm
Location:	In the Deans' Building at the School, 71 Straven Road, Christchurch 801
Board Members:	Michael Singleton (Chair), Andrew Haig, Faraj Abbasi, Leeann Watson, Mark Zino, Mike Medlicott, Nic Hill, Tim Cookson
Attendees:	Steve Fraser, Kathryn Doig
Apologies:	Analisa Elstob, Nigel Vernon
Guests/Notes:	Daniel Hapuku

1. Administration Matters

1.1 Attendance/Apologies

Apologies were noted and accepted for A Elstob and N Vernon.

1.2 Conflicts of Interest

1.3 Confirmation of Minutes

CBHS Board of Trustees Meeting 17 May 2022, the minutes were confirmed as presented.



Previous Minutes Confirmed

Moved that the minutes of the CBHS Board of Trustees' meeting on 17 May 2022 be accepted as a true and accurate record of the meeting.

Decision Date:	21 Jun 2022
Mover:	Andrew Haig
Seconder:	Mike Medlicott
Outcome:	Approved

1.4 Action Item List

Due Date	Action Title	Owner
14 Jun 2022	Progress plan for providing laptops to Maori and Pasifika students Status: In Progress	Nic Hill

Action items were reviewed and updated.

2. Student Representative Report

2.1 Student Representative Report

F Abbasi outlined work to date in regard to developing a survey to gather information about student engagement in co-curricular activities and identify any barriers to students taking up a sporting activity. Through discussions with the International Director, some barriers appear to be due to cultural differences, eg, differences in popular sports between countries, students starting school in term 3 after sports trials have been completed and communication/connection challenges. A buddy system is being considered.

The Chair commended F Abbasi on his work so far. Board members suggested using the Ask Your Teams survey tool, which enables high levels of data analysis around responses. The Headmaster and F Abbasi will discuss this further.

F Abbasi also reported that, in general, school life is going well. Mask wearing is coming back, which students are not looking forward to, but understand the reasons for. He also clarified that 'Dry July' mentioned in the School Executive minutes referred to students giving up something like snapchat. The Headmaster noted the need for appropriate messaging to students.

A political debate is planned for next term. Board members suggested potential participants and they and the Headmaster offered their assistance and support.

3. Governance

3.1 September 2022 Board Elections

The Chair reminded Board members about the upcoming Board elections in September. Members gave their thoughts on whether or not they would stand for re-election and discussed rules around election vs co-option; Board members leaving mid-term, which ensures continuity; and having diversity and inclusion and the right voices on the Board. CES, as Returning Officer, will run the Board election process.

3.2 NZSTA – Giving Effect to Te Tiriti o Waitangi

The Chair talked briefly to information about NZSTA Treaty development sessions and encouraged Board participation and discussion of specific items at meetings.

4. Headmaster's Report

4.1 Headmaster's Report

Presentation by Daniel Hapuku, Head of Maori Department

Daniel Hapuku, Head of Maori Department, was invited to the meeting to support the Headmaster's recommendation to adopt a school Whakataukī, Te Kura Kahurangi.

He talked about his experience as a Maori teacher and spoke of his passion for te reo and the exceptionally high level of support for kaupapa Maori and te reo at CBHS. The Chair acknowledged Mr Hapuku's efforts and his contribution to the school.

Mr Hapuku explained that the suggestion for a school Whakataukī came from staff. He outlined the consultation process, which identified the need for a Whakataukī that links everyone in the school community, past and present, without renaming, rebranding or competing with the school motto. The meaning of Te Kura Kahurangi is "Treasures descended from the heavens", and as

well as 'kura' meaning school, it is also an ancient word referring to treasure. Kahurangi also has a dual meaning - blue and a compound word, from 'Te Kahu o te rangi', meaning the cloak of the sky. The Whakataukī, Te Kura Kahurangi, has also been previously approved by whānau and local hapū Ngāi Tūāhuriri. Consideration was also given to how the Whakataukī would be used in practice.

The Chair and L Watson acknowledged the importance of breathing life into the Whakataukī and telling the story of its journey to the school community, as well as Mr Hapuku's passion as a teacher, and offered the Board's continuing support. Mr Hapuku thanked the Board for inviting him to present to them and left the meeting.



School Whakataukī Adopted

Moved that the Board of Trustees adopt the school whakataukī: Te Kura Kahurangi.

Decision Date: 21 Jun 2022
Mover: Leeann Watson
Seconder: Andrew Haig
Outcome: Approved

The Headmaster's Report was taken as read. He talked briefly to his recommendations, which were approved, and advised that the 2023 Year 9 enrolment numbers for schools will be published in the media by the Principals' Association and MOE.



Overseas Travel Approved

Moved that the Board of Trustees approve overseas travel for James Andersen, Rachel Milne, Jacqui Macgregor-Pahl, and Ben Green to attend the PCSchool conference.

Decision Date: 21 Jun 2022
Mover: Mark Zino
Seconder: Andrew Haig
Outcome: Approved



2023 Year 9 Enrolment Targets Approved

Moved that the Board of Trustees manage Year 9 enrolments for 2023 to meet a target of 280 year 9 enrolments.

Decision Date: 21 Jun 2022
Mover: Andrew Haig
Seconder: Tim Cookson
Outcome: Approved

Despite a number of evictions, predominantly ex-students, positive comments about the CBHS v Christs College curtain raiser were received by the boys and SLT. There will be a formal debrief in the near future.

The Headmaster talked to a report showing Ask Your Team survey results comparisons over time. A 'pulse' survey was undertaken in 2021 and a full survey in 2022. The 2022 results were an improvement overall. SLT discussions have commenced around survey comments identifying areas for improvement. There is a feeling that now is a good time to focus on development. Board members discussed differences between students and staff in the responses to some questions, particularly around education, teacher/student engagement and student resilience levels. The Headmaster noted that N Vernon and a group of students are working on a health curriculum and student voice. F Abbasi noted that feedback from some students showed recognition that there is room for room for academic improvement.

A review of stand-down data lead to a discussion about the school's suspension process, including the value of having co-opted members with educational backgrounds and the attendance of guidance counsellors and deans at the meetings.

The Headmaster reported on PTA activities.



Headmaster's Report Accepted

Moved that the Headmaster's Report, including Health, Safety and Wellbeing Report, be accepted.

Decision Date: 21 Jun 2022
Mover: Nic Hill
Seconder: Leeann Watson
Outcome: Approved

4.2 Health, Safety and Wellbeing

The Headmaster updated the Board on a vehicle accident involving two students on the road outside the school last month and a serious rugby injury. He endorsed the actions of the Operations Manager in getting emergency services to the scene quickly, and the support from NZ Rugby since the incident.

5. Strategic Items

5.1 COVID-19 Planning

The Headmaster reported that recent attendance rates have been affected by COVID and general winter illnesses. Mask wearing at school has been reintroduced. Boys and staff prefer not to wear masks, but accept the reasons for it. The decision is being reviewed week by week.

5.2 Co-curriculum Participation

M Zino lead a discussion about the benefits of sport for boys' mental and physical health and attributes that foster learning, and potential barriers for students who have indicated they want to be involved in sport and other extra curricular activities, but are not. Discussion included boys having opportunities and encouragement; respective responsibilities of boys and the school; peer relationships being a barrier; and providing opportunities for participative vs competitive sport.

F Abbasi's survey (mentioned in his report) will be an important resource for further Board discussion on extra-curricular participation.

6. Sub-Committees

6.1 Adams House

T Cookson reported on the following.

The Head of Boarding is arranging for boarders to attend future meetings.

The student satisfaction survey has been completed, with pleasing results.

Hostel boys donated 100 pairs of rugby boots to local youth sports groups.

Mr Archibald updated committee members on the hostel conference, in particular, a presentation from Dilworth School on changes they have made to mitigate abuse.

Adams House finances are tracking very well. The hostel is expected to have paid off its loan from the school at the end of this year, and the committee discussed putting money aside for capital replacement projects.



Adams House Report Accepted

Moved that the Adams House Report be accepted.

Decision Date: 21 Jun 2022
Mover: Tim Cookson
Seconder: Andrew Haig
Outcome: Approved

6.2 Resources and Property Committee

Property

A Haig reported on RDT's report, which was well received. Momentum is underway with the Main Block project and Caddick and Caldwell defects are being resolved. The MOE's delivery manager is being seconded to another project and the school will have a new MOE delivery manager. Asbestos removal in the Main Block is about to be undertaken. No issues are anticipated as the work is being done in a very controlled environment and in line with the school management plan and the MOE have asked RDT to keep the school updated. A staff visit to the Main Block has been arranged for tomorrow afternoon. A Board visit will be arranged between now and September.

Resources

The school's financial report was reviewed and discussed and the sound result to date noted. The auditors have advised that the audit has been completed and the finance team have begun planning for the 2023 budget.

Three recommendations from the Operations Manager were discussed and approved.



Heat Pump for Adams House Head of Boarding's House Approved

Moved that the Board of Trustees approve retrospectively the funding of a new heat pump for the Adams House Managers House to the value of \$3782.00 ex GST.

Decision Date: 21 Jun 2022
Mover: Nic Hill
Seconder: Mike Medicott
Outcome: Approved



BOT Chair Seeks Advice from MOE on Gym Upgrade Approved

Moved that the Board Chair writes to the Ministry of Education (addressed to Sam Fowler and David Hobern) to request in writing where the Christchurch Boys' High School Gymnasium funding sits in the priority list for MOE funding. The Chair should also request timelines attached to this funding.

Decision Date: 21 Jun 2022
Mover: Nic Hill
Seconder: Andrew Haig
Outcome: Approved



Reallocation of Approved CAPEX Funding for the Big Room Refurbishment Approved

Moved that the Board of Trustees approve reallocation of approved CAPEX funding for the Big Room external refurbishment (\$100,000) towards the external painting of the Gym up to the value of \$78,255.

Decision Date: 21 Jun 2022
Mover: Andrew Haig
Seconder: Mark Zino
Outcome: Approved



Resources and Property Report Accepted

Moved that the Resources and Property Report be accepted.

Decision Date: 21 Jun 2022
Mover: Andrew Haig
Seconder: Mark Zino
Outcome: Approved

6.3 Audit Committee

There was no meeting scheduled for June 2022.

6.4 High School Old Boys

Nothing to report.

6.5 Te Kura

No meetings scheduled for June 2022.

6.6 PTA

Covered in the Headmaster's Report.

7. General Business

7.1 Correspondence Inwards

Six items of inwards correspondence were noted for information.

7.2 Correspondence Outwards

One item of outwards correspondence was discussed in Public Excluded session.

8. Public Excluded Session

8.1 Motion to Exclude



Moved to Public Excluded Session

Moved that the meeting move into Public Excluded session for reasons of legal and professional privilege and to protect the privacy of natural persons, to discuss employment and legal matters.

That the meeting resume in Public Session and confirm that the business discussed in the Public Excluded session remains confidential to Board of Trustees.

Decision Date: 21 Jun 2022

Mover: Michael Singleton
Outcome: Approved

9. Meeting Close

9.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____