

MINUTES (in Review)

CBHS BOARD OF TRUSTEES MEETING



Name:	Christchurch Boys' High School
Date:	Tuesday, 30 May 2023
Time:	5:30 pm to 7:30 pm (NZST)
Location:	In the Deans' Building at the School, 71 Straven Road, Christchurch 801
Board Members:	Michael Singleton (Chair), Al Drayton, Analisa Elstob, Andrew Haig, Mark Zino, Matt Horn, Nathan Mauger, Tim Cookson, Nic Hill
Attendees:	Kathryn Doig
Apologies:	Emily Flaszynski

1. Administration Matters

1.1 Attendance/Apologies

The Chair welcomed everyone to the meeting. Nathan Mauger began the meeting with a karakia. Emily Flaszynski's apology was noted and accepted.

1.2 Conflicts of Interest

The Chair asked if there were any changes to interests for this meeting; none were declared.

1.3 Confirmation of Minutes

CBHS Board of Trustees Meeting 26 Apr 2023, the minutes were confirmed as presented.



Previous Minutes Confirmed

Moved that the minutes of the CBHS Board of Trustees meeting on 26 April 2023 be accepted as a true and accurate record of the meeting.

Decision Date:	30 May 2023
Mover:	Analisa Elstob
Seconder:	Al Drayton
Outcome:	Approved

1.4 Action Item List

There were no action items to review.

2. Student Representative Report

2.1 Student Representative Report

Matt Horn provided a verbal report to the meeting.

The CBHS vs Christs' College match is on tomorrow. Mr Horn highlighted the work the media team has been doing in preparation for the match. He also noted general acceptance by students of the sentiments expressed by the Headmaster at Assembly around behaviour at the match.

The Student Executive's meeting last month discussed vaping. Mr Vernon showed some of the members the student survey and discussed trends around enjoyment of school and interest in it. Mr Horn also commented on the survey results in the Headmaster's Report later in the meeting.

The Careers Expo was well received by students who attended.

Board members briefly discussed current processes around dealing with vaping.



Student Representative Report Accepted

Moved that the Student Representative Report be accepted, including relevant comments from the Ask Your Teams survey in the Headmaster's Report.

Decision Date: 30 May 2023
Mover: Matt Horn
Seconder: Michael Singleton
Outcome: Approved

3. Headmaster's Report

3.1 Headmaster's Report

The Headmaster's Report was taken as read.

Ask Your Team Survey

He noted the change to the student survey not being anonymous this year to enable identification of anyone feeling unsafe. A question around homophobia will be added to future surveys.



Moved that the BOT endorse the Ask your Team Parent and Staff Sur...

Moved that the BOT endorse the Ask your Team Parent and Staff Survey for June 2023.

Decision Date: 30 May 2023
Mover: Nic Hill
Seconder: Matt Horn
Outcome: Approved



Headmaster's Request to Te Kura Trust Approved

Moved that the Board of Trustees endorse the Headmaster's request to Te Kura Trust, as attached to the meeting pack.

Decision Date: 30 May 2023
Mover: Nic Hill
Seconder: Al Drayton
Outcome: Approved

Board members briefly discussed the recommendation for the study trip to Japan and commended the proposal document.



Study Tour to Japan in 2024 Approved in Principle

Moved that the BOT give approval in principle for a study tour to Japan in April 2024. Pending the approval of RAMS and Budget in February of 2024 and meeting all overseas trip protocols. In giving this approval the board require, in February 2024, a detailed plan for expenditure of funds on tour and how this can best align with Board policy or where exceptions may need to be granted.

Decision Date: 30 May 2023
Mover: Nic Hill
Seconder: Michael Singleton
Outcome: Approved

Board members discussed the recommendation regarding a proposed hockey tour to South Africa in 2024, including the relevance of the tour, the level of detailed planning and resources required and health and safety, particularly in regard to overlaps with proposed study and other sports tour dates. It was agreed to review the policies and processes relating to overseas trips now that they resuming, post-COVID.

The Headmaster will discuss the Board's feedback regarding the proposed hockey tour to South Africa with the organiser and request further information.



Headmaster's Report Approved

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

Decision Date: 30 May 2023
Mover: Nic Hill
Seconder: Nathan Mauger
Outcome: Approved

3.2 Health, Safety and Wellbeing

The Headmaster spoke to his Health, Safety and Wellbeing report. He highlighted the support he has received in relation to the Worksafe investigation, the impact of continued industrial action for staff and students and frustrations around a lack of support from outside organisations around a tik tok site impersonating teachers, and that the school has decided to purchase a third defibrillator machine.

He also noted the positive comments from the student survey. The Board noted and endorsed the school's strength, as perceived by students, that the two top scores related to safety around harrasment and bullying. This will also be communicated to parents.

Vaping numbers are high. The stand-down process regarding vaping has been reviewed and updated.

Matt Horn raised the behaviour of some students in class and the options available to teachers to manage the behaviour. He also noted the student survey results indicate that students enjoy being at school, but are not always motivated by school work.



Statement for Inclusion in the Annual Report Approved

Moved that the Board approve the Headmaster's statement for inclusion in the Annual Report.

Decision Date: 30 May 2023
Mover: Nic Hill
Seconder: Andrew Haig
Outcome: Approved

4. Sub-Committees

4.1 Adams House

Andrew Haig reported on a good May Adams House Committee meeting. Highlights included that the project to install turf around the pool is progressing well, new quotes are being sought to replace the cricket nets at the hostel, the Reach system is working well, refurbishment of the senior bathrooms is being planned, the hostel survey results were generally excellent, Pete Chaplin is supporting hostel boys with learning support and Steve Judd is the new President of the Adams House Parents' Association and representative on the Committee.



Adams House Committee Report Accepted

Moved that the Adams House Committee Report be accepted.

Decision Date: 30 May 2023
Mover: Andrew Haig
Seconder: Tim Cookson
Outcome: Approved

4.2 Resources and Property Committee

Mr Haig reported on the May Resources and Property Committee Meeting, noting that the minutes included in the Board meeting pack were still in draft.

Key items from the meeting included an agreement being reached in regard to plans for the Main Block amenities block, which will now incorporate changing rooms for the gyms. Frustrations around deviating from, and ongoing changes to, the master plan throughout the project were expressed. The school's obligations and access to reporting and relevant information, as a joint PCBU, in regard to health and safety of contractors was discussed. Mr Haig and the Headmaster will approach the contractor to ask how workers are and offer support if required.

The turf project is moving into the planning phase.

Finances are in a strong position. A Elstob requested that budgets be as accurate as possible going forward, given that the uncertainties around COVID have reduced.



Main Block Amenities Solution Approved

Moved that the amenities plan for the Main Block, agreed by the School and Ministry of Education, be approved by the Board of Trustees.

Decision Date: 30 May 2023
Mover: Andrew Haig
Seconder: Nic Hill
Outcome: Approved



Unbudgeted Expenditure Approved for Painting of the Old Science Block

Moved that the Board of Trustees approve unbudgeted spending up to the value of \$110,000 for the exterior painting of the old Science block, noting that the expenditure is unbudgeted due to changes made to the Ministry of Education to the Master Plan, which require that the Science Block be retained and not demolished as originally planned.

Decision Date: 30 May 2023
Mover: Andrew Haig
Seconder: Analisa Elstob
Outcome: Approved



Resources and Property Committee Report Approved

Moved that the Resources and Property Committee Report be accepted.

Decision Date: 30 May 2023
Mover: Andrew Haig
Seconded: Analisa Elstob
Outcome: Approved

4.3 Audit Committee

There have been no Audit Committee meetings since the May Board meeting.

4.4 High School Old Boys

There were no meetings to report on, but the Headmaster advised that the Association has a new president, Dave Hewitt.

4.5 Te Kura

The Headmaster reported on the Te Kura Trustees' May meeting, noting Trustees' acceptance of the Headmaster's request for funds approved in the Headmaster's Report. Board members briefly discussed whether there are any expectations on scholarship recipients in regard to showing their appreciation/giving back to the school.

4.6 PTA

The Headmaster advised that new PPTA President, Catherine Gainsford, has been appointed.

5. General Business

5.1 Correspondence Inwards

Fourteen items of inwards correspondence were noted for Board members' information.

5.2 Correspondence Outwards

There was no outwards correspondence.

6. Public Excluded Session

6.1 Motion to Exclude

7. Meeting Close

7.1 Close the meeting

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

Signature: _____

Date: _____