



Stratford High School Board

Minutes of Board meeting

Tuesday May 22, 2023

Present:	Cameron Stone, Jason Loveridge, Jane Tobin, Wendy Single, Brendon Gernhoefer, Victoria Payne, Brad Gibbons, Carl Triggs, Dan Kerr.
Late:	
In Attendance:	Amanda Hill
Apologies:	
Visitor's Report	
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Declarations of Conflicts of Interest

Member				
Brad Gibbons	N			
Cameron Stone	N			
Dan Kerr	N			
Victoria Payne	N			
Jason Loveridge	N			
Wendy Single	N			
Carl Triggs	N			
Jane Tobin	N			
Brendon Gernhoefer	N			

Administration

Confirmation of minutes <i>Moved Loveridge that the minutes from the previous meeting are approved. CARRIED All</i>	Minutes were discussed and signed. Moved Jason Loveridge Carried: All
Matters Arising:	No Richard Armond, but he will be presenting at the next meeting.

Board Reports:

Principal Report: <i>Moved Stone that the Principal's report is accepted. CARRIED Gernhoefer</i>	<i>On Teams</i> Stats re: attendance Term 1 this and Term 1 last year. Although our average is 84%, only 50% of our students are attending 90% or more. Room for improvement here. Engagement strategy for those attending 80% or less. We have more funding and support for this group to help shift their attendance up. Profession Growth Cycle – meetings were held in term one and these will continue throughout the year. Junior School NCEA level 1 – we are still getting new material every week. We will follow the same set up that we have this year to give us a chance to understand all the changes that have occurred in the junior area. Will be getting support. Puawai Project will now be the following year. The philosophy behind this is our students having a choice. This in turn will help with the engagement. Year 11, must do Maths and English, but Science will no longer be compulsory. This gives four options as well as Maths and English. Some schools already have year 11's with no compulsory subjects. We need to give transparency to parents which sciences lead to which employment opportunities. Horizontal Form Classes, currently we have Vertical classes yr9-13's in each class. This means that a form class will only have one year group. BYOD feedback from survey – A lot of students have devices (Tablets and Laptops) and don't bring them in.
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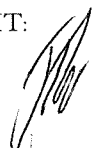
	<p>They said that they don't need it every day, so don't bring it in. We hope that in time the stationery starts to go as we take this on more. We are only 6 months in, so we have time to improve.</p> <p>AE – Have a teacher there that would like to move on. Would go back to a contract – normally a 2 year one that would be signed off by the ministry and we would just be a funding school.</p> <p>Policy Review- EOTC (Education outside the Classroom). Kelly Jennings oversees the EOTC.</p> <p>ERO had a concern around processes, but we are now signed off for compliance. We are signed off, but some of the documentation used didn't follow the updated policy. We are compliant, but we are making changes to fit the wording. With any good process or policy it is how well it is run, therefore we may need PD with our staff to ensure this occurs.</p> <p>Weather events can have a major impact on EOTC. Where do we make the call with the weather factor? All paperwork now goes across Kelly's desk with Cam's oversight. All trips/events are on KAMAR and can be discussed beforehand. We are comfortable that we have a good process.</p> <p>We need our staff covered with First Aid Certificates – We have half now valid, with another group getting updated this year.</p>
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<p>Student Report: Victoria Payne <i>Moved Payne that the student report is received. CARRIED All</i></p>	<p><i>On Teams</i> TSSSA events – cycling, netball, cross country and indoor bowls. Variety Concert is next Wednesday 7pm-9pm Madhouse Rehearsals are still ongoing. Senior Debating now in June Youth Week, Arts Week and Road Safety Week Year 10 Topec</p> <p>Student enquiry – will there be any consequences for students vaping? Yes, they have their own consequences. Mufti days lost, spoken to group...</p> <p>Lounge not being looked after, so this has been locked up. This won't be long term. Will be discussed – Classroom behaviour has also come into this decision. The location of the room lends itself to misuse. Unfortunately we are unable to relocate the room.</p>
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<p>Staff Report: Dan Kerr <i>Moved Kerr that the staff report is received. CARRIED All</i></p>	<p><i>On Teams</i> Car parking – problems. Bus stops are from the council and different from what was proposed to the Board. Proposed that we contact the council and find out from him. <i>Brad to contact Council to ask about the bus stop placement.</i></p>
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Committee reports: ideally a written report is circulated with the agenda.

<p>Finance: Triggs & Gernhoefer Accounts: The Board must approve the month's accounts, as recommended by the Finance Committee which has scrutinized them. Minutes: Minutes of the Finance Committee meeting are received. <i>Moved Gernhoefer that the Board approve the payment of the accounts. CARRIED All</i></p> <p><i>Moved Stone that TPU purchase a third van using their funds and being topped up by mainstream. CARRIED Gernhoefer</i></p> <p><i>Moved Stone that we hire another counsellor for 1 day a week until the end of the year CARRIED All</i></p>	<p><i>On Teams</i> Pricing on the trailer – Looking at an aluminium shuttle trailer with side door around \$9000. Carl still getting prices. Van – option to get 12 seater earlier. 3rd TPU van – they have the money in the budget. If funding comes in one year and if not all spent, it stays there. The money that has come in and not used is \$35,000 (plus \$22,000 GST) which is part of the big pot, but belongs to the TPU. This van could be used by the school. School to top this funding up to purchase. The servicing costs etc...</p> <p>Liza Albers (Guidance counsellor) – complex nature of the students coming in. 66 new referrals, all seeing her more than once. Looking at 1 day a week, would be from bulk funding. This would curb some of the overflow that Liza is unable to see. Looking at about \$6000 until the end of the year.</p>
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<p><i>Moved Stone that \$10,000 be dedicated to filling the next requests for new furniture/equipment in classrooms. CARRIED Gernhoefer.</i></p>	<p>Asset request form given to staff – We have purchased almost all of the current and one year requests. Will be moving into the 2 year requests. Looking at \$5 - \$10,000 to help get these requests. Science labs are really in need for an upgrade. To look into this in near future.</p>
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<p>Health and Safety: Jane Tobin <i>Moved Tobin that the Health and Safety report is received. CARRIED All</i></p>	<p><i>On Teams</i> One injury recorded</p>
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<p>Property Report: Brad Gibbons <i>Moved Gibbons that the property report is received. CARRIED All</i></p>	<p><i>On Teams</i> Building warrant of fitness – Last fixes are booked in. We need a plan for a WOF. Shed will be moved after King's Birthday. Petition in Kelly's room will be increased to ceiling – to help with noise. Plans are nearly back for Te Rangimarie area. Property modification funding is paying for this due to a student. Swimming pool – Very expensive upkeep. Swimming sports is great, but not really used at other times (classes or lunch times). Pumps, painting, toilets etc... need upkeep too. Survey to the community/Staff? Letting them know the costs? B8 – leak from the boiler pipe. This has now been fixed. The custom wood has bulged and damp and may need removal. Need to look at priority from Gordon to see if we wait for this repair and do it with the main upgrade of the block. Fire upgrade – everything ordered. Will get this signed off. Houses – on sale now for a fair price. Steve Cowan is dealing with these. Jobs at the school house, drafts, rangehood is ordered and need a fan for the bathroom. 10 year plan –Property committee to look at this and come back to the Board.</p>
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<p>Farm: Jason Loveridge <i>Moved Loveridge that the farm report is received. CARRIED All</i></p>	<p>Cam to meet with AGC training on Friday. Starting towards an educational plan with the farm.</p>
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<p>Application for Funding</p>	<p>-</p>
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<p>Reunion Committee Update</p>	<p>We have people who would like to donate to help us out with this. Registrations are on line, 57 so far. Meeting on the 9th June at 3.15. Student senior leaders included. Registration pack, key ring, pens, programme etc.. Friday night get together with finger food. TET doing the 'moving liquor licence'. Saturday unveiling of the wall and the cake. Hui – to welcome people – have been on-site before – Kapa Haka (Saturday morning before the sport) Time capsule – have two to open in Cam's office already. New wall, thick block wall with a gap to drop in the time capsule. Sports on Saturday with coffee and food carts. Rugby, netball and basketball. Saturday night \$40 with band and free nibbles. Must pay for your own drinks. 8pm-12pm, War memorial or here depending on numbers attending.</p>
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	Sunday night – left it free as people are gathering with their own groups of friends. Previous board chairs and principals are invited with no cost to them.
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Correspondence:

Inwards correspondence includes emailed circulars, etc. NZSTA news –

Date	Name	Regarding
4 May	School Docs	Review for Term 2, 2023
10 May	L O'Sullivan	Leave request
15 May	PPTA	Notice of Strike Action
17 May	D Beaton	Resignation
18 May	F Osborne	Update on houses
23 May	A Adams	Leave Request

Outwards Correspondence

Date	Name	Regarding

General Business:

Still waiting on copier leases – Cam is speaking with the guy from Ricoh. New sign for the school – on the new grass piece. Will be quite tall – something like 2.8m – 3m tall. Back portion of the sign is very busy – keep values and remove learner profile. Put three statements in, ready to learn, ready to connect...
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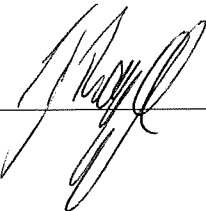
<p>Closed Agenda (Public Excluded Business)</p> <ul style="list-style-type: none"> a. Apologies b. Confirmation of minutes c. Matters arising d. General Business <p>Discussion of matters relating to staff and students, including Welfare and Discipline Committee</p>	<p><i>Moved Loveridge that the public 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></p> <p><i>Moved Loveridge that the BoT move out of Public Excluded Business at CARRIED All</i></p>
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<p>Meeting closure: Preparation for next meeting</p>	
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Meeting closed at 9.09pm

Motions from the meeting:

- Moved Loveridge that the minutes from the previous meeting are approved. CARRIED All*
- Moved Stone that the Principal's report is accepted. CARRIED Gernhoefer*
- Moved Payne that the student report is received. CARRIED All*
- Moved Kerr that the staff report is received. CARRIED All*
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- Moved Stone that TPU purchase a third van using their funds and being topped up by mainstream. CARRIED Gernhoefer*
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- Moved Tobin that the Health and Safety report is received. CARRIED All*
- Moved Gibbons that the property report is received. CARRIED All*
- Moved Loveridge that the farm report is received. CARRIED All*

Signed:  Date: 27/06/23

Board Chair: _____

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