MINUTES OF MARLBOROUGH BOYS' COLLEGE BOARD OF TRUSTEES MEETING HELD IN THE BOARDROOM ON Wednesday 6 November 2024 AT 5:30PM

PRESENT T. Burfoot, R. Coningham, L. McCallum (arrived 5:50pm), D. Healy, G Mason, M Radich, S

Wilkes, H Crosby, P. Meihana, J Kendal

IN ATTENDANCE M. Palmer (Minute Secretary) M Heath, J Dunn, N Attridge

<u>APOLOGY</u>

DECLARATION OF INTEREST

No new conflicts of interest were declared.

CONFIRMATION OF MINUTES

MOVED that the Minutes of the Meeting held on11 September

2024 be taken as read and confirmed.

CARRIED T. Burfoot /D Healy

MATTERS ARISING

- The final schedule of delegated authorities was checked and approved.
- Michael provided evidence that the board have liability insurance.
- There was a discussion around the scope and purpose of the HR committee.
- The chair questioned if the committee was needed, if HR report could go straight to the full board.
- It was felt by board members that the committee meetings were an important time for the report writers to speak directly to the report.
- Board meetings are already full, and there is no extra time for discussions that could be held at a committee level.
- It was felt that the sub committees allowed members to focus on aspects of the board that they are interested or specialised in.
- It was agreed that the HR committee would not be disbanded.
- The Terms of Reference for the HR committee need to be updated. The HR committee will discuss these at the next meeting.
- A board member questioned the legality of the IEA that differ from the collective agreements.
- The board would like to view the IEA's that differ from the collective agreements, to ensure that they are meeting all the necessary legislative requirements.

College Park Lease

- Miriam and Michael met with the Ministry and the Council.
- The MOE accepted that the lease was materially incorrect and contained mistakes and errors. It was said it should not have been sent to us and that a new version is being prepared which will apparently identify the parties correctly and deal with legal issues correctly.
- A new draft lease should be available next week.

• Miriam and Michael will continue to liaise with the ministry and the Council, and report back to the board next month.

CORRESPONDENCE

- BDO Audit- agree to proceed with BDO as auditors for 2024, 2025 and 2026 financial years.
- Correspondence re: cancellation of leavers parade.
- A formal apology letter was sent to year 13 students and their whanau in regard to the cancellation of the leavers parade.

School Docs

MOVED that the changes to Governance and Management & documentation and Self-Review,

Parents and Whanau policies on School Docs be accepted.

CARRIED T. Burfoot /J. Kendal

School policies Term 4 Scheduled reviews

- Finance and Asset Management Policy
- Managing Income and Expenditure
- Financial Conflicts of Interest
- Asset Management and Protection.
- Richard will undertake these reviews.

COMMITTEE REPORTS.

Finance and risk committee.

The financial report was circulated prior to the meeting and taken as read.

MOVED That the Finance and Risk Committee report be received.

CARRIED R Coningham/ T. Burfoot.

- Brian Tong spoke to the committee.
- Accounts are looking positive for this time of the school year.
- Electricity is still being purchased at 'spot prices', which has increased our electricity costs.
- The PTA has new members who are enthusiastic about becoming active again.
- Jarrod will liaise with the PTA and Miriam will support the process to become an incorporated society.
- Quotes have been received for the refurbishment of the school pool.
- The school could use 5YA on the changing rooms, which could also be used for PE and visiting sports teams.
- The PE faculty believes that the pool would be used more frequently once upgrades occur.
- If heating was added then the pool could be used in Term 1, 2 and 4.
- The board would like to see the pool retained and upgraded.

HR and Discipline Committee.

The HR and discipline report was circulated prior to the meeting and taken as read.

MOVED That the HR and Discipline Committee report be received.

CARRIED L. McCallum/ T. Burfoot.

- There is no special reasons funding next year, this will require some staffing to be funded from STP and OPS grant.
- Schoolwide attendance is good.
- Suspension numbers are low.

SLT REPORTS

The Senior Leadership reports were circulated prior to the meeting and taken as read.

MOVED That the SLT reports be received and marked as read.

CARRIED T. Burfoot/D Healy

PRINCIPAL'S REPORT

The principal's report was circulated prior to the meeting and taken as read.

MOVED That the principal's report be received.

CARRIED T Burfoot/R. Coningham

- Staff have been working hard on curriculum changes.
- The DP s and AP's are going to a conference this month.

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125th anniversary

- All the feedback received about the event has been positive.
- Thank you to all the staff who made the event what it was.

School remediation.

- Indicative business case has been created and is working ots way through the channels at the ministry.
- Presently it seems that the full scope can be achieved within budget.

Other matters

- Staff end of year function.
- The board has provided \$50 per head in previous years.
- The board will provide \$55 per head this year.

MOVED That the board provide Fifty Five dollars per staff member for the staff end of year function

CARRIED T Burfoot/L McCallum

- The Board end of year function will be on Wednesday December 4 at 7pm, at Gramados.
- Invitation to be sent shortly.

International Programme

- Brett has provided the Board with a submission regarding developing and implementing a five-year plan for the International Programme at the school.
- The board agree with the recommendations in the submission and agree in principle the schools plan to grow the International Programme subject to receiving the International Programme five-year Plan and 2025 Budget.
- Lindsay McCallum has been appointed as the Board representative to the International Programme.

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MOVED that in terms of Section 47 of the Local Government Official Information

and meetings Act, the public be excluded from this part of the meeting because the Board wishes to discuss an administrative matter and for the reason that discussion of this matter in public would infringe the privacy of a natural person under Section 9 (2) of the Official Information Act.

CARRIED T Burfoot / R Coningham

MOVED that the Board return to open meeting and that any decisions made 'In Camera' be

ratified in open meeting.

CARRIED T. Burfoot/R Coningham

MOVED that the board provide \$5,000 for travel, accommodation and general

expenses for board members and staff to travel to Rotorua to support Matua

John Kendal's powhiri at Rotorua Boys' High School.

CARRIED T. Burfoot/L McCallum

The Meeting closed at 8:15 pm

NEXT MEETING Wednesday 4 December 2024

Confirmed this day

Chairman