



## Waitaki Girls' High School Board of Trustees

### Minutes of the Meeting held on Thursday 26 May 2022 at 6.00pm

**Present:** Susan de Geest (Chairperson), Liz Koni (Principal), Lynda Wilson, Susie Sinclair, and Nicole Phillips, Darryn Stewart and Jessica Wright

**In Attendance:** Helen Anderson (Parent), Nila Sime (Board Secretary)

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Susan welcomed everyone to the meeting.

**Moved that Helen Anderson is given speaking rights for the duration of the meeting.**

*Moved: Susan de Geest / Seconded: Lynda Wilson  
Carried unanimously*

#### **MINUTES:**

Minutes of the meeting held on 7 April 2022 were taken as read and confirmed as a true and correct record.

*Moved: Nicole Phillips / Seconded: Susie Sinclair  
Carried unanimously*

#### **CORRESPONDENCE:**

Susan reviewed the Inwards, tabled and outwards correspondence and commented on as necessary.

##### *Inwards:*

- KMPG

##### *Outwards:*

- Mr F Koen, Ministry of Education

**Moved that the Inwards and tabled correspondence be received and the Outwards correspondence confirmed.**

*Moved: Susan de Geest / Seconded: Lynda Wilson  
Carried unanimously*

***Kahui Ako Memorandum of Understanding*** – The trustees require time to conduct consultations and will discuss at the next meeting.

#### **PRINCIPAL'S REPORT:**

Liz spoke to her report.

The WGHS Goal, Professional Growth and Reporting Model was discussed. Learning Area reviews were discussed. The next Learning Area Review will be Science.

#### **HOSTEL REPORT**

Liz spoke to the hostel report from the Boarding Director, Jacqui Paterson.

The new hostel discipline policy had been circulated to the Board prior to the meeting and was discussed.

#### **FINANCE REPORT**

Liz spoke to the financial report from Sally Grant, the Executive Officer.

**Moved that the Board approves the school payments and transfer schedule for February 2022 of \$183,368.34 and the Hostel payment schedule for February 2022 of \$25,641.66.**

### **Uniform**

The Trustees agreed with the proposal to change suppliers for the uniform shirts so that the piping is retained on the sleeves.

### **PROPERTY:**

Susan spoke to property.

### **Junior Block**

The scaffolding contractor (Bramwells) is scheduled to undertake the scaffolding works over the school holiday period between 19 – 29 April. There is an onsite meeting with Bramwells on Friday at 10.30am in conjunction with Network Waitaki and Jason Mavor to discuss and finalise the scaffolding requirements, before this installation is commenced.

Once the scaffolding erection is complete Jason Mavor will undertake a site measure to confirm the roofing lengths for ordering. Grey Friars has been ordered. This should be manufactured in early May – expected delivery in late May. Once roofing materials are received Breen’s will commence the on-site works which they anticipate will take 6 weeks to complete. Existing spouting and drainpipes will be also replaced. The plastered gable end walls and soffits will also be painted during this period by Century Decorating.

The fire and structural engineers have completed their work. Ian Perry is 99% complete on the plans, just finishing adjustments to the basement area. The mechanical ventilation contractor will be at the Friday meeting to discuss the ventilation and heating. Once these issues are resolved the documents will go out to tender on GETS.

### **Hall**

The Contract is now complete as leak at canteen ceiling has been resolved. Michael Forgie will complete close out documents to be signed and forwarded to the Ministry of Education.

### **STAFF REPORT**

The Trustees acknowledged receipt of the staff report and were pleased to read about all the activities around the school.

### **GENERAL BUSINESS:**

#### **Principal’s Appraisal**

Liz has obtained a recommendation for an external appraiser. Susan will follow up.

#### **Events Centre**

Matthew Lanyon (Manager of the Aquatic Centre) has asked to speak to the Board about the proposed Events Centre. It was agreed that he could come to the next meeting, 26 May, at 5.30pm.

#### **Helen Anderson left the meeting at 7.15pm**

<b>General Subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
Students	Good reason to withhold exists under Section 9 of the Official Information Act 1982	S 48(1)(a)(ii)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 or Section 9 of the Official Information Act 1982 which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

Item in regard to students: Protection of privacy of natural persons

*Moved: Susan de Geest / Seconded: Lynda Wilson  
Carried Unanimously*

**Time: 7.15pm**

**Moved that the Board move out of Committee having discussed the issues.**

*Moved: Susan de Geest / Seconded: Lynda Wilson  
Carried Unanimously*

**Time: 7.23pm**

**The Meeting closed at 7.30pm**

**Next Meeting: 5.00 pm, Thursday 26 May 2022, in the Library**