

CONFIRMED MINUTES

BOT MEETING

At the **BOT Meeting** on **2 Jul 2024** these minutes were **confirmed as presented**.

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| Name: | Waitaki Girls' High School |
| Date: | Tuesday, 11 June 2024 |
| Time: | 5:45 pm to 7:51 pm (NZST) |
| Location: | Staffroom, WGHS |
| Board Members: | Bec O'Sullivan (Chair), Brendon Perumal, Dagmar Rohrbach, Louise Lane, Matt Haywood, Nicole Phillips, Ofa Tokai, Onna Tangifolau, Sarah Hay, Tracey Cranston |
| Attendees: | Ms. Natalie Matheson |

1. Opening Meeting

1.1 Confirm Minutes

BOT Meeting 14 May 2024, the minutes were confirmed as presented.

1.2 Kahui Ako Presentation

Louise Lane & Dean Rabbitt presented their report.

1.3 Learning Support Presentation

Jennifer Devon presented her Report.

2. Correspondence

2.1 Interests Register

2.2 Inwards & Outwards Correspondence

3. Management Reports

3.1 Principal's Report

Taken as read.

ERO has contacted school and the review process begins in Term 3.

Health & Safety—Concussion is becoming a concern. We have been part of the Otago University concussion study, and we have just received its preliminary results.

Two trips have been approved: Chemistry and Badminton. We need to upskill our staff more in completing EOTC forms. The new SchoolBridge will make applying for trips a lot easier.

2 students are on Alternative Education.

Attendance is still of concern—holidays during school time are high. We need to dig deeper into why students aren't attending school regularly.

The annual report is in the final stage with the auditor.

Delegations updated - this is in the school docs.

3.2 Hostel Report

Taken as read.

House inspections of the hostel have been completed and the reports were positive.

Just waiting on the report from Kate Proctor.

3.3 Finance Report

Taken as read.

Debt is a growing problem for a number of sporting codes - Business Manager is watching carefully

It recommended that prior to the sports seasons starting information regarding costs will be distributed to all.

The term deposit has been rolled over.

Sutherlands Clothing has been approached for stocking the uniform - unsure at this present time. A second business has been approached who may be interested. No decision has been made.

3.4 Property Report

Taken as read.

3.5 Staff Report

Taken as read.

3.6 Student Report

Taken as read

4. Health & Safety

4.1 Health and Safety

Taken as read

Still awaiting on the X blocks to be moved to Glenavy - has been delayed due to Government changes.

4.2 EOTC Trip Approvals

Two trips to approve:

Chemistry

Badminton

The board is happy to approve both of these trips



Chemistry and Badminton trips are both approved.

Chemistry and Badminton trips are both approved.

Decision Date: 11 Jun 2024
Mover: Bec O'Sullivan
Seconded: Matt Haywood
Outcome: Approved

5. Policy Reviews

5.1 Review of Policies

Raising Concerns

Add Deans into this chain of management.

Change the leadership wording within this policy.

6. General Business

6.1 General Business

Training:

Dagmar reported briefly on her NZSTA course she attended.

Bec and Nicole went to the NZSTA discipline course - great value taken from this.

7. Actions from Previous Meetings

7.1 Action List

8. Close Meeting

8.1 Close the meeting

Next meeting: BOT Meeting - 2 Jul 2024, 5:45 pm

Signature: _____

Date: 2 July 2024