

CONFIRMED MINUTES

BOT MEETING

At the **BoT Meeting** on **13 Aug 2024** these minutes were **confirmed as presented**.

Name:	Waitaki Girls' High School
Date:	Tuesday, 2 July 2024
Time:	5:45 pm to 7:15 pm (NZST)
Location:	Staffroom, WGHS
Board Members:	Bec O'Sullivan (Chair), Dagmar Rohrbach, Louise Lane, Matt Haywood, Nicole Phillips, Ofa Tokai, Onna Tangifolau, Sarah Hay, Tracey Cranston
Attendees:	Ms. Natalie Matheson
Apologies:	Brendon Perumal

1. Opening Meeting

1.1 Confirm Minutes

BOT Meeting 11 Jun 2024, the minutes were confirmed as presented.

2. Correspondence

2.1 Interests Register

2.2 Inwards & Outwards Correspondence

Rec Centre letter has asked for a letter of support to move forward with updating the building.



Support Letter for Rec Centre

A letter will be written for support of the up keep of the Rec Centre before end of term

Decision Date:	2 Jul 2024
Mover:	Bec O'Sullivan
Seconder:	Nicole Phillips
Outcome:	Approved

2.3 PB4L Report - Jenny Corlet

Jenny Corlet presented her report.

3. Management Reports

3.1 Principal's Report

Taken as read

Advertising Jobs, History, Social Studies

Getting support from Lindy Graham - Craighead principal.

Australian School Exchange — contacted us through Christchurch Girls. Two girls from Fairholme College Australia, Year 11, will be here for 8 weeks, starting in Term 3. We are investigating an exchange for our students in the future. A proposal will need to be put together, and a budget, etc., will need to be provided for costings, maybe 4 - 6 weeks. This is a great opportunity for the school.



3R Payment Required

A 3R Payment is required for MWI, the sum of \$12,000 annual payment or part thereof to compensate her for her acting AP position.

Decision Date:	2 Jul 2024
Mover:	Bec O'Sullivan
Seconder:	Matt Haywood
Outcome:	Approved

3.2 Hostel Report

SHA, NPI, ROS, meet with TSO and had a good meeting.

Going to put a committee together within the board to oversee hostel management for discipline matters, regular meetings need to take place, with the finance manager present. This is due to the fact that the board runs the hostel.

Terms of reference will be presented at the next board meeting.

3.3 Finance Report

Taken as read.

Debit monitoring on going

Gazebo - we have received \$1,500 to go towards a new Gazebo. Money has been put aside within the budget to help purchase a new gazebo. Happy to progress with purchasing new one.

3.4 Property Report

3.5 Staff Report

Staff are having a busy week with Waitaki Week and last week of term. Staff and students are looking forward to a break

It has been a busy term for both staff and students, have been doing great things throughout the term.

3.6 Student Report

Taken as read

Ofa is doing great reports - the board enjoys them.

4. Health & Safety

4.1 Health and Safety

4.2 EOTC Trip Approvals

Taken as read.

Both trips are approved:

Football

Netball

Wish all the players good luck.

5. Policy Reviews

5.1 Review of Policies

N/A

6. General Business

6.1 General Business

N/A

7. Actions from Previous Meetings

7.1 Action List



Ltr to Rec Centre

Complete a letter for the Rec Centre to support there upgrade.

Due Date: 13 Aug 2024

Owner: Sarah Hay

8. Close Meeting

8.1 Close the meeting

Next meeting: BoT Meeting - 13 Aug 2024, 5:45 pm

Signature: _____



Date: 13 August 2024