

Greymouth High School Board Minutes

Whaia te iti kahurangi - Strive for Success
The heart of learning in our thriving community



GREYMOUTH
HIGH SCHOOL
TE KURA TUARUA
O MĀWHERA

Date: 2 March 2022
Time: 6.00pm
Venue: via Google meet

Present

Shannon Gordon (Board Presiding Member) | Samantha Mortimer (Principal) | Kiri Russell (Staff Trustee) | Joe Mason (Ngāti Waewae) | Robyn Verstappen | Wayne Robbins | Breagh Watson (Student Representative) | Hayden Shand (Student Representative)

In Attendance

Name | Monica Robbins

MOTION: *That Monica Robbins remains at the meeting to record proceedings. That the Board resumes in open meeting for agenda items for which the public have not been excluded.*

Moved: Shannon Gordon

Seconded: Kiri Russell

Prior Leave (to be confirmed/applied for) NIL

Apologies

Name | Torben Fischer,

Absent

Name Jo Newton


AGENDA						NOTES																		
Updates to <u>Interests Register</u> -notwithstanding that a board member may declare an interest at any late stage in the agenda (prior to taking part in the deliberation of a particular item) members may wish to disclose an interest now.						NIL																		
<p>Resolution to Exclude the Public – Section 48, Local Government Official Information and Meetings Act 1987 (LGOIMA)</p> <p>MOTION: <i>That the public be excluded from the following parts of the proceedings of this meeting.</i> Moved: Shannon Gordon Seconded: Wayne Robbins</p> <table border="1"> <thead> <tr> <th>Agenda Item #</th> <th>Minutes/report of</th> <th>General subject of each matter</th> <th>Reason for passing this resolution</th> <th>Ground(s) under section 48(1) for passing of resolution</th> <th>Particular interest or interest protected</th> </tr> </thead> <tbody> <tr> <td>3 NAG 1</td> <td>This Meeting</td> <td>Principals Report stand downs and suspensions</td> <td>Good reason to withhold existing under Section 7</td> <td>Section 48(1)a</td> <td>Protect individual rights</td> </tr> <tr> <td>3 NAG 3</td> <td>This Meeting</td> <td>Principals Report staffing</td> <td>Good reason to withhold existing under Section 7</td> <td>Section 48(1)a</td> <td>Protect individual rights</td> </tr> </tbody> </table> <p><i>The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the local Government Official Information and Meetings Act 1987 for the passing of this resolution are as above:</i></p>						Agenda Item #	Minutes/report of	General subject of each matter	Reason for passing this resolution	Ground(s) under section 48(1) for passing of resolution	Particular interest or interest protected	3 NAG 1	This Meeting	Principals Report stand downs and suspensions	Good reason to withhold existing under Section 7	Section 48(1)a	Protect individual rights	3 NAG 3	This Meeting	Principals Report staffing	Good reason to withhold existing under Section 7	Section 48(1)a	Protect individual rights	
Agenda Item #	Minutes/report of	General subject of each matter	Reason for passing this resolution	Ground(s) under section 48(1) for passing of resolution	Particular interest or interest protected																			
3 NAG 1	This Meeting	Principals Report stand downs and suspensions	Good reason to withhold existing under Section 7	Section 48(1)a	Protect individual rights																			
3 NAG 3	This Meeting	Principals Report staffing	Good reason to withhold existing under Section 7	Section 48(1)a	Protect individual rights																			
<p>1.1 NCEA progress: Q&A</p> <ul style="list-style-type: none"> Ian has manually added some more results this week which has given us some upward movement but final results will not be available before the end of Friday. Further update at next meeting. <p>1.2 Strategic Plan update and guidance</p> <p>1.3 Open Q&A on the rest of the Principal's Report</p> <ul style="list-style-type: none"> Sam started with a briefing re the latest Covid plans in conjunction with the Ministry. No contact tracing required which was announced the same day as Grey High had their first Covid positive case. Community and Staff sent out a newsletter advising of this and procedures that schools were following (using the latest MoE guidelines). Jill Nicol (office staff) completes an MoE check sheet daily Family feedback has been mostly positive but some families have been asking for more information which schools do not give out (MoH have done this previously) 																								

<ul style="list-style-type: none"> • There are plans in place for increased numbers etc and these, along with any changes, are relayed to staff via HoD / Daily briefings. • If staff illness reaches a certain number then 1 year group would stay home per day in order to keep continuity for students, we could also possibly move to 2 year groups if staff continue to fall ill but after that we would have to go to online learning for all students. • Shannon would like to make sure that we keep a check on the well being and stress levels of all staff as some already appear to be finding things difficult to cope with. • Attendance has dropped since Friday - Kiri to check in with Rowan in case any of these families require assistance of any sort. Lauren Evans is doing a fabulous job around attendance - the electives seem to be very popular with most students. • Yr 10 students module options - a bit limited at the moment but Sam is hopeful of having a new hard materials teacher for 3 days a week very soon. Update at next meeting. • Ngā Here Kahikatea - Robyn noted it was great to see the merit endorsement for Te Reo for one of our students and that Joe, in conjunction with Miriama, has plans underway for a re-design of the Kapa Haka uniforms. Once they have a draft design in place he will bring it to the Board meeting. 	
<p>Finance and Property Report & Approval: Finance & Property Committee meeting will be held 22nd March 2022.</p>	
<p>Compliance Reporting – including Regular & Emergent Review</p> <p>2.1 Policies Committee update & recommendations: - school docs has proven to be very useful.</p>	

AGENDA	NOTES
<p>In Committee Meeting</p> <ul style="list-style-type: none"> 3.1 Employment matters 3.2 Stand Downs & Suspensions 3.3 Any other matters which justify being in committee as per section 2 above 3.4 Physical Restraint 	
<p>Other business or late items for discussion/deliberation/decision</p> <ul style="list-style-type: none"> • Raewyn has spoken to the accountant re Financial Planning and WCTA, further information to come around this. 	

<ul style="list-style-type: none"> • Delegations of authority - bring this to the next meeting as it was missed off the first meeting of the year. • Important dates coming up for Trustees - the Board morning tea with all staff has been postponed whilst Covid is problematic. It will be held when it is safer to do so. • HoD presentations will be online, with BoT present, on 17 March and Sam to ask all HoD's to give their information to the Board earlier so everyone can be prepared in advance and save time. 											
<p>Previous Minutes Approval - Board 2 February 2022</p> <p>MOTION: <i>The minutes including the in-committee minutes from the following meeting are confirmed as a true and correct record. Moved: Kiri Russell Seconded: Wayne Robbins</i></p> <p>10.1 Matters arising from the previous minutes</p> <table border="1" data-bbox="140 833 1262 952"> <thead> <tr> <th>Item</th> <th>Subject</th> <th>Commenced</th> <th>Status</th> <th>Comment/update</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>Any items confirmed as DONE to be removed from Matters Arising for the next Agenda.</p>	Item	Subject	Commenced	Status	Comment/update						
Item	Subject	Commenced	Status	Comment/update							
<p>Correspondence NIL</p>											
<p>Meeting Achievements</p> <p>– What have we done that has benefited our students? Planning in place for Health and Safety around Covid</p> <p>– What have we done in this hui in relation to our Te Tiriti o Waitangi policy. All policies have been discussed including Te Tiriti o Waitangi</p>											
<p>Meeting closure - Next Ordinary General Meeting date/time/location</p> <p>Meeting closed at 7.05 pm, next meeting - 6 April, 2022</p>											

Signed and dated

<p>Chairperson</p>	
<p>Date</p>	<p>8.4.22</p>