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# MINUTES OF MARLBOROUGH BOYS' COLLEGE BOARD OF TRUSTEES MEETING HELD IN THE BOARDROOM ON TUESDAY 21 FEBRAURY 2024 AT 5:30PM

PRESENT T. Burfoot, J. Kendal, S. Wilkes, L. McCallum, M. Radich, H Crosby, T Lang

**IN ATTENDANCE** M. Palmer (Minute Secretary) M. Heath, T Raeli

APOLOGY R. Coningham

## **DECLARATION OF INTEREST**

None

# **CONFIRMATION OF MINUTES**

MOVED that the Minutes of the Meeting held on Thursday 29 November

2023 be taken as read and confirmed.

CARRIED T. Burfoot /S Wilkes

## **CORRESPONDENCE**

None

# **BOARD ELECTION**

Chair

MOVED That Tim Burfoot be elected Chair.

CARRIED S. Wilkes/J Kendal

There being no further nominations Tim Burfoot was duly elected Chair.

# **Deputy Chair**

MOVED That Richard Coningham be elected Deputy Chair and

appointed Chair of the Finance and Risk Committee.

CARRIED T. Burfoot/S. Wilkes

There being no further nominations Richard Coningham was duly elected Board Deputy Chair and Chair of the Finance and Risk Committee.

# **Deputy Chair**

Steve Wilkes and Lindsay McCallum were nominated to be Deputy Chair and Chair of the HR Committee. Steve Wilkes received 2 votes and Lindsay McCallum received 4 votes.

Lindsay McCallum won the election and was duly elected Board Deputy Chair and Chair of the HR and Discipline committee.

MOVED That L McCallum be elected Deputy Chair and appointed

Chair of the HR Committee.

CARRIED T. Burfoot/M Radich

MOVED That Richard Coningham's co-option to the board

be extended until February 2025.

CARRIED To be confirmed at March Board meeting

## **DELEGATED AUTHORITY FOR 2024**

MOVED That the Board approve the Delegation of Authority for 2024 for

N. Attridge – Deputy Principal M. Heath – Deputy Principal J. Dunn – Assistant Principal

CARRIED J. Kendal /T. Burfoot

**Sub-Committee appointments** 

MOVED That M. Radich be appointed to the HR and Discipline committee.

CARRIED T. Burfoot/L McCallum

MOVED That H Crosby be appointed to the HR & Disciplinary committee.

CARRIED T. Burfoot/S. Wilkes

Members HR and Discipline Committee: L McCallum, T. Burfoot, J Kendal (and/or delegate), H Crosby, M. Radich

MOVED That S Wilkes be appointed to the Finance and Risk committee.

CARRIED T. Burfoot/J Kendal

Members Finance and Risk Committee: R Coningham, T. Burfoot, J Kendal (and/or delegate), S Wilkes

MOVED That the board minutes the Marlborough Boys' College

delegation List for 2024.

CARRIED T. Burfoot/ M Radich

- Terms of Reference need updating.
- M. Radich to work on improving these using the NZSTA templates.

Revised terms of reference for the delegated authorities will come to the board for ratification at a later date, meanwhile the current delegated authorities stand.

## **SCHOOL POLICIES-**

# Term 1 scheduled reviews

- Te Tiriti o Waitangi Steve
- Board Responsibility Lindsay/Miriam
- Documentation and Self-Review policy Huia/Miriam

## **COMMITTEE REPORTS.**

#### Finance and risk committee

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

MOVED That the Financial Report be received.

CARRIED G. van Asch/T. Burfoot

## **School Budget 2024**

The 2024 school budget was circulated prior to the meeting and taken as read.

- Version 1 of the 2024 budget had a \$700,000 deficit.
- After significant work Version 2 of the 2024 budget has a \$177,000 deficit, this is acceptable.
- Version 2 ensures that teaching and learning needs are met but removes some of the non-essential extras.

MOVED That the 2024 budget that was presented to the

board is approved.

CARRIED T. Burfoot/J Kendal

MOVED That Richard Coningham is delegated authority for 5YA sign off.

CARRIED S. Wilkes / M Radich

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 S. Wilkes/ M Radich.

# **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 J. Kendal/ T. Burfoot

## **PRINCIPAL'S REPORT**

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

- There was a lot of time and energy invested in Te Tātoru o Wairau, but we have pivoted and are working with the ministry and staff on a remediation plan.
- Identified priorities are:
- 1.Technology Block
- 2. Arts Block
- 3. Library
- 4. Te Reo Māori
- 5. 26 Classroom upgrades
- 6. Earthquake strengthening of Block 0 John Stewart Block.
- There will be 5YA money available for other projects.
- The school needs to recover from 10 years of assets being neglected.
- Kapa Haka has been very popular with the year 9 students.
- Planning is underway for the 125<sup>th</sup> anniversary on Labour weekend.

MOVED That the principal's report be received.

CARRIED J. Kendal/T Burfoot

## **NCEA RESULTS 2023**

- 2023 NCEA results are less than hoped for, especially for our Pasifika and Māori students.
- 2024 target 85% success all levels.
- Wrap around support has been put in place this year for Māori students, previously this support has been very effective.
- The Māori achievement group meets every Thursday.
- We have had schoolwide PLD on learning strategies for Pasifika students to increase achievement in this
- The senior management team is ensuring that all school procedures are working effectively for all students, to support everyone to achieve at their highest level.

## **OTHER MATTERS**

#### **Discussion document M Radich**

- There have been concerns from some staff that there exit surveys are not being seen by the board.
- This has lead to some staff undermining the process and sending them directly to board members
- Reminder that the process has been they be received by the principal and senior management
- There is a process for staff to lodge complaints and that this is not the purpose of exit surveys
- The exit surveys will now be collated and shared with the HR committee to see if there are patterns emerging.
- It was clarified that the funding situation for Te Tātoru o Wairau is a MoT process and that the school was
  not privy to central government policy and procedures around funding for the entire project. These
  details only emerged in 2024 at a meeting with the Minister for Education. The Board will be kept
  informed of details for the proposed remediation work for MBC.

## **Replacing board members**

- Nomination forms have gone to all staff members, to find a new staff representative.
- Nominations close on the 28<sup>th</sup> February.
- The board would like to co-opt a new iwi voice.
- The board will reach out to iwi and advertise for this replacement.

## **Sub-committee start times**

• The HR and Discipline committee will meet at 6pm instead of 5:30pm.

## **Head of Faculty meetings**

• A meeting will be arranged for the Head of Faculties to present their reports to the board.

The Meeting closed at 7:50pm

**NEXT MEETING** Wednesday 20 March 5:30 pm

Confirmed this day

Presiding member