

**MINUTES OF MARLBOROUGH BOYS' COLLEGE SCHOOL BOARD MEETING
HELD IN THE BOARDROOM ON WEDNESDAY 29 November 2023 AT 5:00PM**

PRESENT J. Kendal, R. Coningham, L. McCallum, G van Asch, S Wilkes
S. Wilkes, T. Lang, T Burfoot, H Crosby

IN ATTENDANCE M. Palmer (Minute Secretary)

APOLOGY M Radich, J Joseph,

A warm welcome to Huia Crosby who was voted onto the board on the mid-term elections held this month.

DECLARATION OF INTEREST

No new conflicts

CONFIRMATION OF MINUTES

MOVED That the Minutes of the Meeting held on 25 October
2023 be taken as read and confirmed.

CARRIED T Burfoot/ J Kendal

MATTERS ARISING

- A quote has been received from Michael Heath for the purchase of 30 computers.

Tech Computer Item(s)	Quote/ Max Cost (ex GST)	Actual Cost
30x Ryzen 5 Tower, 16GB RAM, 512 GB SSD, Win 11 Pro	\$38, 970.00	\$38, 970.00
30x Ram Upgrade	\$2,345.10	\$2,345.10
24x 27" Monitors	\$7,650	\$7,650
6x 24" Monitors	\$1,194.00	\$1,194.00
30x Keyboard/Mice/dock hub	\$3,103.20	\$1,986.91
Total	\$53,262.30	\$52, 146

Moved That the request to purchase 30 computers and accessories be approved with a
maximum spend of \$53,300.

R Coningham/T Burfoot

CORRESPONDENCE

- Combined board establishment project
 - The joint committee will discuss this at their next meeting.
- Simon Hurley application for leave 2024.

Moved That Simon Hurley be granted two weeks unpaid leave at the beginning of term 3
2024.

J Kendal/ S Wilkes

MOVED
CARRIED

That the finance and risk Committee report be received.
R Conningham/T Burfoot

HR and Discipline Committee.

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

- Staff recruitment has been successful.
- The committee has asked to receive attendance figures to ascertain if there are any patterns.
- To retain their badge prefects, need to maintain attendance of less than 10% unjustified.
- If a student has over 10% unjustified absences, they cannot represent the school.
- Attendance has been a schoolwide focus for term 3 and 4, and there have been positive results.
- Expectations for attendance will be communicated to all teachers, students, and sports coaches at the start of 2024.

MOVED
CARRIED

That the HR and Discipline Committee report be received.
S. Wilkes/ T Burfoot

SLT REPORTS

The Senior Leadership reports were circulated prior to the meeting and taken as read.

- The reports were discussed by the board.

MOVED

That the SLT reports be received and marked as read.

CARRIED

S. Wilkes/ J Kendal

PRINCIPAL'S REPORT

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

- ERO visits going very well.
- School compliance was 100% when checked by the reviewers.
- The school are offering permanent contracts to as many staff as possible as this creates trust and ensures the staff realise that the school values them.
- Michael Heath has been working hard on Te Tātoru o Wairau and the project is coming along at great pace.
- The school cannot get any more space in the new build, so staff need to think of ways to create efficiencies in space utilisation.
- 2024 is going to start with a MGC and MBC combined powhiri.
- The principal's appraisal has been completed and has been shared with the chair.
- The chair will provide an executive summary of the report to the next board meeting.
- Should we consider a 3600 appraisal for the principal every 3rd year. The chair and KEJ to discuss.

MOVED
CARRIED

That the principal's report be received.
J. Kendal/T Burfoot

