

International Boys' School Board of Trustees
Minutes of Meeting on Monday 12 September 2022

Meeting commenced at 6:02pm

Paul opened the meeting with a prayer.

Present: Kath Beare, Angela Bingham, Suzie Chang, Tom Gordon, Trevor Lawrence, Carter Lowther, Ted Grieve and Andrew Rae

In Attendance: Viv Hullena, Byron Lynds, Paul Cotton and Lyanne Horsefield

Apologies: Craig Nicholson

Declaration of Interests Kath Beare – son eligible in Year 13 for New York Trip

Paul Cotton – HOD Performing Arts

Paul said whilst he is Head of Performance Arts and Understanding Faith, tonight he is just focusing on Performing Arts and Drama. He gave an overview of the current focus of incorporating mātauranga Māori principles into Performing Arts, in particular relation to connection, identity and meaning. Gino Moretto has been working with students to connect this subject through poems, drama and dance. Paul showed a short video clip of how the boys are playing out scenes of how they link to the land, to their ancestors and to their culture. The aim is to make Performing Arts fun whilst learning a lot.

Paul spoke about the positive outcomes for the Department:

- Improved achievement in Level 2
- Improved Level 3 total endorsements
- Maintained UE credits at Level 3
- Produced successful Spamalot Production and Variety Show despite Covid restrictions. Both were major undertakings in very trying times. Paul thanked the SLT for allowing these to happen.
- Successful online learning during lockdowns including an online performance.

Performing Arts goals for 2022:

- 100% of Drama students will achieve 14 credits or more at NCEA Levels 1 to 3
- Maintain or improve the level of endorsements at Level 2 and 3 NCEA
- Provide the opportunity for students to take Scholarship Drama
- Implement changes from our planned Junior Performing Arts course revision
- Restart a co-curricular Drama Club
- Excited about the Performing Arts Block upgrade.

Critical issues Performing Arts have faced:

- Navigating COVID
- Subject numbers – a goal that we haven't been able to improve on at this stage. Numbers have decreased. This has meant mixed classes (teaching Level 1, Level 2 and Level 3). COVID has created economic pressures where students are opting for subjects that are more prosperous.

- Students cannot choose both Music and Drama at Year 10 as they are in the same option line.
- Students must choose a language at Year 10.
- Competing against subjects that offer International Trips – something that could be explored in the future.

Media Studies

Paul spoke about the Media Studies programme. Student numbers and achievements are on par with previous cohorts. He said they have built up a supply of Media Studies gear but would like a small suite of computers that are capable of editing.

Performing Arts Achievements

- Film Festival – students have 14 days to make up a film.
- Dance Crew – fantastic crew of keen dancers including a Junior Hip Hop group.
- Drama Club – skits at Variety Show. Performance on 25 September – all welcome.
- Arts Awards – a positive event to celebrate students.
- Proposed 2023 Production – tentatively The Addams Family as an option.

The Board suggested the possibility of having an ex-HIBS Performing Arts student to talk to current students to promote the subject. It was agreed this would be a good idea.

Paul thanked the Board for their support and the resourcing they provide. He is very much looking forward to the proposed upgrade to the Performing Arts Block.

Andrew acknowledged that Performing Arts add a lot of value to the School and to the community.

Kath thanked Paul for his presentation.

Paul Cotton left the meeting at 6.45pm.

Conflict of Interests:

Kath Beare – son eligible in Year 13 for New York Trip.

Work planner

- Student Rep Election – Byron advised we have had seven nominations. One has since pulled out. Byron asked nominees for a video. Of those six only four have provided these. Byron to circulate these to students before election takes place.
- Finance Committee Meeting to recommend the budget. Plan is for Tom, Byron and Kath to meet in Week 10 of this Term. They will then meet with the Finance Committee (Byron aiming for Week 2, Term 4), before the 14 November BOT meeting. We currently don't have an official Finance Committee but in the meantime it would be Kath, Suzie, Tom, Byron and Paul Pettit from the BOP. Any new Board Members elected could be added or swapped out of this Committee.

Correspondence

HIBS Health Education Curriculum Statement

Taken as read. Andrew mentioned the opportunity for parents to opt their son out of parts of the programme has been done in a safe way. Findings are that the majority of parents would like the subject of pornography taught earlier.

Approval of the previous Minutes dated 8 August 2022

Kath confirmed the minutes were true and correct and Ang seconded. Accepted with full support of the Board.

Approval of the previous Minutes dated 11 August 2022

Kath confirmed the minutes were true and correct and Suzie seconded. Accepted with full support of the Board.

Action Points from 11 August:

- Dinner to be arranged for the BOT, BOP, SLT, Sharon Dalgety, Paul Cotton and partners to acknowledge their contribution and to farewell Richard Longman and Dirk Bylsma. Viv to arrange a suitable date with Craig Johnson. Byron to then arrange a booking with the Wellington Golf Club. Ang to arrange a suitable gift for Richard and Dirk.
- Principal Appraisal info not yet received from Richard – Kath to liaise with Richard.
- Tom to arrange for Richard to speak to the staff, hopefully this term.
- Byron took the two items to the Health & Safety Committee which have been actioned.

Previous Matters Arising

Principal's Report

Taken as read. Tom advised:

- The ERO process has gone extremely well. Maddy Haydock, Review Officer, has been very pleased with what she has seen. We will be receiving an initial two page report which she says will be very positive. This can then be published on our website. Maddy is available to work with the School on any strategic matters in the future if we require this.
- He has finished all enrolment interviews. We had approximately 180 applicants. Tom met approximately 75 families, Craig Stevenson met another 25 families (brothers of current students). Five applicants interviewed that did not receive a place. Two offers have been declined. We have a long waiting list.
- School Docs – SLT currently working on these and they will be finalised this Friday.

The Board queried PD in Queenstown – this was due to the PD being specialised and no suitable options nearby.

Staff Rep on Board – Trevor Lawrence

- David Graham has requested if any HIBS students go on a Welham Exchange in the future, that a staff member go with them. Tom said this would need to go through SLT first.
- James Adlam is yet to receive quotes for the trip to Tahiti next year.
- Trevor attended the final IS2022 Meeting before they go away. He said they are very organised and ready to go.
- Proposal for Commerce Trip to New York in 2024. Jeanie Moore has taken similar trips in the past which have been very successful. Tom said the SLT are very supportive of this. The students pay their own way so there is no fundraising. Costs have increased since the last trip – Jeanie thinks the cost would be between \$7,500 - \$8,500, which includes insurance.

Ange moved to accept SLT's decision to accept the New York 2024 Trip Proposal. Tom seconded.

Student Representative – Carter Lowther

Carter cleared the suggestion box and there was a suggestion to deliver daily morning tea to the Caretaker. There were also requests from students wanting three point lines on the Basketball courts. Thanks to Carter, HIBS is getting six more Basketball goals, which will provide 10 in total. Four of the hoops will be put up at the end of the tennis courts. The new goals and court remarking will happen in the October holidays.

Board of Proprietors report – Andrew Rae

At the recent BOP Meeting Sharon Dalgety and Karen Hope presented information on the criteria for the Special Character section of the Enrolment Applications, ie. how Special Character is rated. The BOP felt confident with the information but felt we needed to get these guidelines in writing in case we are ever challenged regarding this. This also allows us to tighten the preference pool. Sharon will be working with the Special Character Committee with feedback being reported at the next BOP Meeting.

Health & Safety Minutes of 10 August 2022 Meeting

Taken as read. The Board are pleased to see a lot of items actioned.

Finance

July Management Accounts

- Byron has spent a lot of time with forecasting to make the accounts as accurate as he can.
- We have underspent in a few places, eg. some activities haven't gone ahead due to COVID.
- Tournament costs will be paid in August rather than July.
- There was discussion around the profitability of the Canteen which was doing okay prior to 2019 when sugary drinks were available. These were later removed due to MOE recommendation and the profit then declined. The Kindo lunch ordering programme was introduced which possibly reduced the amount of money made by the Canteen. Tom and Byron to discuss at SLT. Proposal sought with alternative options including implications and cost to students.

Balance Sheet

Approved.

Suzie moved to accept the Management Accounts. Ang seconded.

Policy Committee

Not required.

Proposals for “in committee” deliberation

Nil.

General Business

Enrolment Scheme

Tom has received the final draft.

Kath moved to accept the wording of the final draft from the MOE. Ang seconded.

Tom will advise the Ministry of Education it has been accepted.

BOT Elections

- It was decided at the last Meeting that we need to have a By-Election.
- Kath has had correspondence from a possible candidate who she has encouraged to apply.
- Byron was elected as the Returning Officer.
- Discussion around dates for By-Election and whether we can call a By-Election for a term to align with the end date of the current Board Members. Byron to investigate.
- The Board requests the Returning Officer runs the By-Election as soon as practicable.
- Byron to advise By-Election date.
- Kath to write an article for the 16 September Newsletter to attract candidates.

Kath moved to have a By-Election as soon as practicable. Ang seconded.

Set date for Charter Strategy Meeting


An additional meeting may need to be scheduled between the October and November Board Meetings. Previously the Charter Strategy Meeting has been a joint meeting with the SLT which has worked well. Tom to advise if it will be a joint meeting this year.

Review of proposed Overseas Trips in 2023

- Tahiti - awaiting quote
- International Service trip – Vanuatu but now have a backup plan at a Marae in the North Island
- Rugby Trip – April 2023. Deposit paid for flights. Tom is following up to get more information as parents haven't had any correspondence yet.

Meeting closed at 8.33pm.

Next Meeting is 17 October 2022


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Kath Beare
Chair
Board of Trustees

Action Points

- Tom to advise if Charter Strategy Meeting is a joint BOT/SLT Meeting
- Tom and Byron to discuss Canteen profitability/options at SLT
- Tom to advise the MOE that Enrolment Scheme proposal has been accepted.
- Byron to advise By-Election date.
- Kath to write an article for the 16 September Newsletter for BOT Candidates
- Byron to organise a booking for BOT/BOP/SLT dinner.
- Tom to arrange for Richard Longman to speak to the staff.
- Tom to follow up on progress with International Rugby Trip in 2023.