

MINUTES OF THE MEETING OF THE SCHOOL BOARD – WDSG

Held on 27 March 2024 at 5.15 pm in the Staffroom
(A combined meeting with the Proprietor's Board)

PRESENT: Sam Hood (Presiding Member), Josie Keucke, Susi Webb, Mary Curran, Vanessa Parker, Dean Anne Mills, Charlotte Bidois

IN ATTENDANCE: Jeremy Gibbons, Craig Blomfield, Jason Marinkovich, Liz Binns (Board Secretary), Sonya Noble

APOLOGIES: Raewyn McPhillips, Brigham Nordstrom, Deborah Nelson, Kate Lethbridge

1. APOLOGIES:

1.1. Apologies were received from Deborah Nelson, Brigham Nordstrom, Kate Lethbridge and Raewyn McPhillips.

2. PRESENTATIONS:

- Rev Stephen Black presented on his reflections and recommendations arising from the recent TEG survey and responded to questions. He thanked the boards for all their support and encouragement.
- Dean Anne reported on a recent visit from the Anglican Schools Network. They had visited 46 schools across the province and said that Waikato Dio was the “gold standard school” in relation to special character. Rev Stephen has been invited to be a speaker at an upcoming Chaplain Conference.

3. STRATEGIC

3.1. Finance Work Plan

- The Principal presented to the board on Project 1 of the work plan and responded to questions. She sought the Board's approval to ratify the recommendations outlined in the presentation.
- The Chair of the P&C Committee felt comfortable that the team are across the why and the data and the next step is to look at what each of the projects look like in detail, what the risks are and how to mitigate the risks. These will be discussed and worked through primarily at the P&C committee and management level with the option for bringing to the full Board if necessary.
- It was noted that messaging around this project will be key.

Moved:

That approval be granted to proceed with Project 1. The details of the next stage to be brought to the P&C Committee to work through and any potential risks will be highlighted to the full Board for sign-off.

Dean Anne Mills/Josie Keucke: CARRIED

Thanks were expressed to the team who had worked on this project.

3.2. Comms

- The Principal advised that out of the consultant report undertaken from the recent survey results a work plan had been created that management were working through. Progress on this work plan will be updated at board meetings going forward.

4. MONITORING AND REPORTING

4.1. Principal's Report

- This report was taken as read and the Principal responded to questions.

4.2. Student Representative Report

- This report was taken as read and the student representative responded to questions.

4.3. People and Culture Committee

- This report was taken as read and it was noted that Project 1 will be the focus of this committee going forward.

4.4. Health and Safety

- The Board Secretary gave an update on what is happening with health and safety around the school. There will be a big focus on working through the critical risk register and updating other documentation in the next few months.

4.5. Finance Working Group

- The Finance Report was taken as read and key points were spoken to. It was noted that the school is on track compared to last year.
- It was noted that there is a potential endowment that is being worked through at present and updates on progress will be given at upcoming meetings.

Moved:

That:

The February 2024 Finance Report be received and approved

Sam Hood/Anne Mills: CARRIED

5. PROCEDURAL/ADMINISTRATION

5.1. Minutes of the Previous Meeting

- The Minutes of the School Board Meeting held on 28 February 2024 were received with corrections noted.

Moved:

That the Minutes of the School Board Meeting held on 28 February 2024 be accepted as a true and correct record of the meeting with the corrections noted.

Sam Hood: CARRIED

5.2. Matters Arising

- The work on the Parents' Association will be paused as some legal matters are worked through. This will be revisited and an agreement drafted between the Boards and the WDSGPA in the future.
- The Comms and Marketing sub-committee previously proposed is on hold with the work now being led by the management team. This decision can be reviewed if needed.

5.3. Correspondence

- Nil

5.4. Boards' Work Plan – 2024

- The work plan for the next boards' meeting was discussed and noted.

5.5. Register of Interest

- The full register had been circulated prior to the meeting for review.

5.6. General

- Dean Anne asked if the meetings could start at an earlier time of 5.00 pm. This was agreed to.
- The timing of the next boards' meeting on 24 April was discussed and it was agreed that this would move to 1 May.

5.7. Actions arising

MEETING DATE	ACTIONS FROM PREVIOUS MEETING	RESPONSIBLE	COMMENT
30 August	Strategy Plan around International students to be prepared.	Principal/Associate Principal and Board	WIP

5.8. Meeting Closure

The meeting closed at 6.58 pm

Time/date of the next meetings and events:

- Wednesday 1 May at 5.00 pm

Confirmed as a true and correct record:



Presiding Member, School Board

Date