



CHRISTCHURCH BOYS' HIGH SCHOOL

MINUTES OF MEETING OF THE BOARD OF TRUSTEES

HELD AT 5.30PM ON
WEDNESDAY 16 DECEMBER 2015
IN THE CRICKET PAVILION AT CBHS

PRESENT Mr J Osborne (Chairperson), Mr N Hill (Headmaster), Mr R Archibald,
Mr M Walls, Ms L Brown, Mr P Nicholls, Mr P Roth, Ms K Jarden, Mr B
Hansen, Mr R Franks

IN ATTENDANCE Mrs A Johnston (Secretary)

1. ADMINISTRATION MATTER

1.1 **Apologies** : Mr J King (absence) Mr P Roth (delayed)

Motion: Moved Chairperson

That the above apologies be accepted.

Carried

1.2 **Confirmation of Minutes**

Motion: Moved Chairperson

That the minutes of the Board of Trustees meeting held on 24 November 2015, having been circulated, be approved as a true and correct record.

Carried

1.3 **Actions Outstanding from previous minutes**

The "Action Points" were reviewed and updated

K Jarden joined the meeting at 5.40pm

1.4 **Conflict of Interest – nil**

2. STRATEGIC TOPICS

2.1 Master Planning

New Proposed District Plan - Amendment to Heritage Listing

Submissions were made requesting the deletion of the buildings that have been included with the main 1921 building and setting under heritage item 506 from the Schedule of Significant Historic Heritage Places (Christchurch City, excluding Central City) due to the extensive development that the site has undergone since construction of the first school building.

A photo of the school was shown and noted that the proposal is that the areas in blue will remain heritage items and the areas in black will now not be listed as heritage items.

S Sun and F Wykes have advised that we do not have to go to the Hearing on the 18 January 2016.

It was also suggested that any areas listed as being a Heritage building the Board should point this out to the Ministry of Education *for future maintenance provision.*

Motion: Moved Headmaster Seconded L Brown

That the Board of Trustees support the amendment to the Heritage listing as outlined in the Statement of Evidence of Fiona Wykes on behalf of the Christchurch City Council **Carried**

2.2 Concept for the Hall

- Feedback received from the Community Consultation meeting and emails received since indicate a preference for the "Horse Shoe Mezzanine" – they see the priority for the hall being for assembly.
- Feedback has indicated the need for a significant entrance
- Consideration needs to be given to connection from the back of the hall to the classrooms.

- Consideration need to be made of access to toilets and kitchen.
- If we asked that other options be explored, this would hold things up significantly.

ACTION: Location of storage, kitchen and toilets to be addressed in the Master Plan

- Suggested a formal agreement with Christchurch Girls' High School be drawn up re using their drama space.

ACTION: Headmaster to draft a Memorandum of Understanding with Christchurch Girls High School regarding sharing the Performing Arts Centre and Hall.

P Roth joined the meeting at 6.00pm

Motion: Moved Headmaster Seconded B Hansen

That the Christchurch Boys' High School Board of Trustees endorses the pre concept "Horse Shoe Mezzanine" Hall design and requests Jasmax and the MOE to prepare this design for review by the Design Review Panel on the 18 January 2016.

In making this recommendation the Board of Trustees commends School's community for its interest and support and especially note the influence of Hugh Dacre who has presented his own drawings and has been influential in establishing a desire to future proof the Hall to ensure lighting gantries may be added and that there is access to Green Room type spaces to support Artistic performances.

Carried

2.3 Deans Buildings Future Use

The Ministry of Education has agreed to pay for a Project Manager who would assemble a team who would undertake the initial planning, engineering and scope of work for the Deans Buildings. It is expected by the end of March we will have a report and a cost estimate.

Motion: Moved Headmaster Seconded L Brown

That the Board of Trustees approve the future use of the Deans Buildings as an Old Boys' Hub (to include archives and a museum) and a PTA Hub (including retail space).

Carried

Motion: Moved Headmaster Seconded R Franks

That the Board of Trustees engage the consultants recommended by TBIG using revenue from the Earthquake insurance claim.

Carried

2.4 Draft Annual Plan 2016

This was reviewed.

ACTION: To approve the Annual Plan at the February BOT meeting

3. HEADMASTER'S REPORT

The Headmaster's written report had been circulated prior to the meeting with the following attachments (for Board information):

- **Update on the following Strategic Priorities:**
- **Strategic Priority 1. Developing the CBHS Curriculum**
- **Strategic Priority 2 Tracking and responding to student progress and achievement**
- **Strategic Priority 3 Enhancing CBHS' excellent teaching practice**
- **Strategic Priority 4 Planning for our future (Excellence in infrastructure)**
- **Strategic Priority 5 Strengthening community**
- **Student Stand downs / Suspensions for 2015 - noted there had been 18 Stand downs and 2 Suspension**

Board Critical Information:

1. Request to purchase Rowing 4 (attached and added to Sites)
2. Contract for photocopiers with Konica Minolta and accompanying report (circulated and added to Sites)
3. Report on insurance for CBHS (attached and added to Sites)

For Board Information

1. Draft Annual Plan 2016
2. Report on Asbestos (already circulated and in Sites)
3. Report on school open hours
4. Report on informing Insurance Brokers of work being undertaken at CHS (attached)
5. CBHS digital technology offering 2016 (added to Sites)
6. Report on Days Open (attached)

Motion: Moved: Headmaster Seconded K Jarden

That the Board of Trustees permits the CBHS Rowing Club to spend \$25,000 excl. gst to purchase a 4x PROSKIFF Convertible Coxed Four/Quad (they have the funds)

Carried

Motion: Moved: Headmaster Seconded L Brown

That the Board of Trustees authorise the Headmaster to sign the agreement for photocopiers with Konica Minolta.

Carried

Motion: Moved: Headmaster Seconded P Roth

That the Board of Trustees engage Runacres to provide insurance cover until 28 February 2016 while the school obtains more specific figures from Aon.

Carried

Motion: Moved: Headmaster Seconded R Franks

That the Headmaster's Report be accepted.

Carried

4. **RESOURCES COMMITTEE – have not met during the month**
5. **ADAMS HOUSE HOSTEL COMMITTEE – have not met during the month**
6. **AUDIT COMMITTEE- have not met during the month**
7. **GENERAL BUSINESS**

7.1 Correspondence

Inwards:

Christchurch High School Old Boys' Assn. (22/11/15) congratulating the Board for their untiring work in overseeing the running of Christchurch Boys' High School

Ministry of Education Bulletin for School Leaders from Peter Hughes (30/11/15)

NZSTA – announcement that NZSTA has launched an exciting new Board of Trustee Website called "Govtalks".

Ministry of Education Update – Health and Safety Legislation (25/11/15)

Outwards:

Coralanne Childs, Director of Education for Canterbury, Ministry of Education, Christchurch advising that the Board agree with the Build Roll for the school of 1300 and the Master Planning Roll of 1350 – this is to be reviewed in 3 years (1/12/15)

.7.2 Associations:

PTA – nil

HSOB – nil

WHANAU GROUP – nil

TE KURA TRUST – have retained \$50,000 in their Trust to start a fund for extra-curricular activities and they agreed to with-hold another \$50,000 to give to the school for capital projects

8. PUBLIC EXCLUDED SESSION

MOTION: Moved Chairperson

That the meeting move into Public Excluded Session for reasons of legal and professional privilege and to protect the privacy of natural persons Subjects to be discussed: Staffing / Student matters / Headmaster's Report / approval of previous minutes

Carried

MOTION: Moved Chairperson

That the meeting resume in Public Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board

Carried

9. NEXT MEETING DATES:

Board of Trustees – Tuesday 26 January 2016 at 5.30pm

Adams House - Wednesday 17 February 2016 at 4.15pm

Resources - Wednesday 17 February 2016 at 5.30pm

Meeting closed at 6.55pm

APPROVED.....26 January 2016

CHAIRPERSON