



CHRISTCHURCH BOYS' HIGH SCHOOL

MINUTES OF MEETING OF THE BOARD OF TRUSTEES

HELD AT 5.30PM

ON TUESDAY 24 MARCH 2015

IN THE CRICKET PAVILION AT THE SCHOOL

PRESENT Mr J Osborne (Chairperson), Mr N Hill (Headmaster), Mr M Walls, Mr P Nicholls, Mr R Archibald, Ms L Brown,
IN ATTENDANCE Ms K Jarden, Mr P Woods, Mr B Hansen
Mrs A Johnston (Secretary), Mr S Fraser (Deputy Headmaster), Mr J Williams,
Mr H Dacre and 5 students

1. ADMINISTRATION MATTERS

1.1 Apologies: Mr P Roth & Mr J King

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 February 2015, having been circulated be approved as a true and correct record.

Carried

1.3 Conflicts of Interest - nil

2. STRATEGIC TOPICS

2.1 Guests from the Ministry of Education (Jerome Sheppard (Associate Deputy Secretary), David Hobern and Donal Buckley joined the meeting and discussed the following:

Jerome Sheppard advised as follows:

- The decision options are taking too long
- Believe now have a way forward
- Key consideration is money – budget was set by Cabinet sometime ago and you have been provided with this information twice (once when announcement was made and last year.
- Want an outcome
- Will have some advice on some options
- Will support the decision
- Concern that the budget has been set on flawed information
- In 2017 will be reviewing the budget although key work to be done now
- Will go back to Cabinet to top up the budget
- If tried to fix the library and found it to be unsafe would go back to Government and say the building is unsafe and we need more money
- Hall is 50% of the actual cost
- J Block is 33% (Board owned) – Opus cost \$250,000-\$270,000 – understand those costs are on strengthening and did not include services and architectural fees.
- MOE will review the budget depending on the quantum it is out
- MOE can commit to a review once you have made a decision which way you are going
- If repairing the library and it is twice as expensive we will review it.
- It is going to take 10 years to get back to where we were prior to the earthquakes – not acceptable
- MOE said completing the master plan we are committing to a portion of it.

- By committing to a plan we have to leave MLE out of the gym.
- If the cost of CBHS repair build is substantially different from their estimate the MOE will come back and top up.
- Gym does not have to be replaced
- Master plan is the long term plan for the school
- Government will only commit to a stage of that Master Plan – only start up other pieces.
- When work finished you will get a new 10 Yr. Property Plan
- All the buildings are fully insured why are we only getting entitlement – insurance would give us much larger buildings
- If it is \$12.5M comes out of MOE funds, if more can claim on insurance
- Think \$25M is inaccurate
- If we find an item that is substantially different in cost we will look at it.
- Plan I
- Do hall and library and MLE Main block and the new Caddick block would be the end of the plan.
- Have to do Caddick block
- Reason why we are not doing the gym – we only have \$25M
- We are not funding a staged plan – key issues at the school
- CBHS have made a decision on flawed data – if we show the budget is flawed, will the budget change?
- MOE said the schools they have done so far are under budget – have not started to refurbish yet are doing new builds
- Would not commit to a rebuild of the school only commit to a staged re-development.
- Commitment is if data is flawed the MOE will review
- When we hit the main block and the library if the costs are substantially different we will come and review the figures including services
- Lewis Bradford did not do the figures shown in the report they did the repair costs
- If Rawlinsons look at these figures they will get the reports and come up with the same figures.
- Based on a roll of 1150 – what if the in-zone enrolments are 1250 – teaching spaces are based on in zone enrolments
- School has had a directive from the Minister that schools have to grow their in zone roll
- If CBHS put some money in, how does that work? If we put money into the hall to repair it, could the equivalent money bring the gym forward?
- MOE said they are committed to doing something to the hall repair then we can have a conversation when the next bit happens.
- We cannot accelerate anything at this stage but once you have finished the hall/library we can then review
- MLE main block is the same price as the new gym – can we swop them?
- If the school said replacing the gym is more important than the MLE main block
- Could we go Hall/Caddick/Gym? What you do MOE don't mind – if you decide to repair the gym that is OK.
- Need to make sure we don't spend the money in the wrong place – need to prioritise the teaching spaces
- Concern we are prioritising something that for the operation of the school is less important than something else.
- Would like to do gym – we might spend a fraction of the money on the main block and may be able to do the gym
- If want to do the gym would wait until 2018.
- Does the word “draft” come off the plan – advised these are the options – Donal can take “draft” off tomorrow morning.
- If we commit to the three stages:
 - (i) Repair Hall and Library
 - (ii) Main Block
 - (iii) Caddick Blockthis could blow out to \$25M. MOE will review cost and check there are no areas where savings can be made.
- Only thing we are committed to is where we are putting the hall
- Agreed to come back when library project is underway and we can have a discussion about

- programme timing.
- MOE said send a note and we will go – Option I – if you say go we will engage designers and then construct. January 2017 is conservative.
 - Don't know decant costs – not on the hall and library
 - Will be looking at keeping decant costs down to nothing as it comes off the budget
 - If it is 7 classes will buy 4 teaching spaces from Rangī Ruru – cost off budget
 - Understand decanting costs are a big black hole and trying to reduce them down to nothing
 - There are 140 relocatables around the city and we can pick them up – costs would be consent, services, piles etc. – cheapest one costs \$75,000
 - Not sure if decant is part of the 2017 review
 - Agreed the library should be progressed – MOE happy
 - A year ago we went to the MOE re temporary repairs and we could have done that. We were relying on the experts – we have a different approach now. MOE acknowledged there was a problem.
 - If we had done what the Board did a year ago we could have been in the hall now. Based on advice we saw Health and Safety risks.
 - Would have taken 6 months to do and would have cost over \$1M and we could have been in there – MOE advised it was a significant Health and Safety risk
 - Prefabs – looking at having them occupied by 20 July (start of Term III). They are available right now and have given Donal the green light.
 - MOE will furnish the prefabs – budget of \$9,700 per classroom
 - We have measured the rugby field - will provide cabling - you have to provide furniture, chairs, data projector etc.
 - \$9,700 will give us in there data rack and heat pumps will come – MOE will try and negotiate costs.
 - Jazmac have a 30 year vision for the school - Donal said he probably agrees with them.
 - There is at the moment a portion of the main building that sticks out into the hall – if we see it as part of the hall and keep it and repair the hall and keep one block that gives a ? in the hall. The MOE did not think this would reduce the risk of cost escalation.
 - MOE will go away and see how they can respond to when does it tip from repair to rebuild.
 - MOE are happy to add pro's and con's into this – add insurance/maintenance
 - MOE will provide a hall for entitlement. If you have a Board owned property we can go through MOE insurance – 5% of the main block if you own
 - Build to entitlement
 - Should be 12 month repeated in each option
 - If there is an efficiency after repairing the gym and library, they said were better to get a greater outcome for the school – want to see a great set of assets to support teaching and learning.

J Sheppard, D Hobern, Donal Buckley, H Dacre and the 5 students left the meeting at 7.05pm

THE BOARD MEETING RESUMED AT 7.10PM

2.2 Master Planning Process

The Headmaster spoke to the options

- From an educational point of view did not see too many options
- Thought master plan was the way to go.
- The MOE will provide insurance for Board owned property at no charge
- The insurer has said they have a project for schools to insure MOE properties
- Are we committed to a Strategic Plan with a hall that accommodates the whole school?
- Suggested Option I would be the Board's preferred option for the way forward

Motion: Moved P Woods Seconded B Hansen

That the Board present Option I as the preferred option for consultation

Carried

ACTION: Information evening beginning of Term II -Board meeting on 28 April will initiate the process.

ACTION: To obtain in writing J Sheppard's undertaking to fully cover any significant budgetary blowout on the rebuild

Annual Plan

Motion: Moved Headmaster Seconded K Jarden

That the Annual Plan for 2015 be accepted

Carried

Analysis of Variance Report

Motion: Moved Headmaster Seconded L Brown

That the Board accept the Analysis of Variance Report for 2014

Carried

3. HEADMASTER'S REPORT

Study Tour to Japan

Motion: Moved Headmaster Seconded B Hansen

That the Board approve the study tour to Japan pending pre tour review of RAMS information.

Carried

Conference in Canberra – 24-27 May 2015

Information on the conference was circulated to the Board

The Headmaster advised he would like to attend the conference in Canberra. He would also like to take the Teacher in Charge of the Library, Jo Pearson, and Mike Boomer the Specialist Classroom Teacher

Motion: Moved Chairperson Seconded P Woods

That the Board approve the Headmaster travelling to Canberra for the CEFPI conference.

Carried

Attachments to the Headmaster's report and discussion noted:

- Report on Year 9
- Analysis of all NCEA results by department
- Report on UE
- Report on Junior Data
- Report on provision for students with Special Needs (Learning Support Report) (NAG 1,c,iii) (does not include Gifted and Talented Students)
- Proposal for Study Tour to Japan
- School Roll

Total	1362
FeePAYERS	43
Maori	145
Pasifika	22
Asian	90

- Zone Stance

Motion: Moved Headmaster Seconded R Archibald

That the Board is willing to consider capping its roll at 1350 domestic students. It proposes that it has a preferential zone and a wider Christchurch zone. All male students within the preferential zone would be guaranteed entry to Christchurch Boys' High School. Students within this zone who attend other schools would create space for students from the Christchurch wide zone and would be selected by ballot as they are currently ie. Siblings, old boys' sons and the sons of staff would have preference.

The differences between this proposal and the status quo is that the roll is capped and all students generate property funding.

The above proposal would be reviewed in 5 years

ACTION: The above resolution to be discussed with the MOE

- Summary of verbal report of MNA visit
- Teacher Registration : Noted all teachers are registered with the exception of Bruce Harding (currently on leave for 2015) and Richard Taylor (registration in process).

Motion: Moved Headmaster Seconded P Woods

That the Headmaster's Report be accepted.

Carried

4. RESOURCES COMMITTEE

The minutes of the Resources Committee meeting held on 18 March 2015 were included in the Board papers.

The following Recommendations were approved:

Funds Carried Forward

Motion: Moved Headmaster Seconded P Nicholls

- *That the Board of Trustees recognizes its liability for funds held on behalf of the following activities:*
- *Athletics - \$9,893.00 – fundraising for 2015 athletics trip*
- *Cricket - \$5,628.00 – fundraising for 2015 expenditure on scorers box (pavilion) and container for gear storage*
- *Football - \$12,809.00 – Capital items*
- *Hockey - \$18,758.00 – Capital items*
- *Rowing - \$62,242.00 – mid season balance*
- *Rugby - \$62,111.00 - contribution towards grandstand and field upgrades*

Carried

Capital Expenditure

Motion: Moved Headmaster Seconded B Hansen

That the Capex Expenditure be approved with the exception of Classroom PC Replacements and Classroom Audio Visual Requirements. These may be confirmed after a ICT review. Carried

Insurance Proceeds Received

ACTION: To be reviewed once scoping work has been carried out

Caretaker's Residence

Motion: Moved P Nicholls Seconded P Woods

That the Board agrees to the replacement of a log burner or other heating option in the Caretaker's residence and gives approval to the Headmaster to make a decision based on a maximum budget of \$5,400 (Plus GST) including the \$1,000 (plus GST) grant from EQC and any other relevant information.

Carried

Draft Annual Accounts for the Year Ended 31 December 2014

These were tabled and to now be sent to the Auditors.

Motion: Moved Chairperson

That the Minutes of the Resources Committee meeting be accepted.

Carried

5. ADAMS HOUSE HOSTEL COMMITTEE

The minutes of the Adams House Hostel Committee meeting held on 18 March 2015 had been included with the papers for the Board meeting.

The following recommendations were approved:

Business Interruption Insurance – a report from Robert Spooner

Motion: Moved Headmaster Seconded R Archibald

That Adams House be insured for Business Interruption Insurance and increase the additional cost of working insurance to a total cover of \$3.8M. for 24 months with an increase in premium of \$11,000.

Carried

Insurance Costs and Repair Schedule (attached to the minutes)

Motion: Moved Headmaster Seconded M Walls

That the Adams House Sub Committee recommend to the Board that they carry out repairs to Adams House as per Richard and John's priority list and that competitive quotes will be obtained and the schedule of delegation will be adhered to subject to MOE approval requirements if required.

Carried

6. AUDIT COMMITTEE - nil

7. GENERAL BUSINESS

7.1 Correspondence – nil

7.2 Board Actions Outstanding – these were reviewed and updated

7.3 Associations:

PTA and HSOB –

ACTION: Chairperson to email board members regarding their availability to attend these meetings

7.4 Te Kura – noted Chairperson, Cran Bull, is retiring from this role. Has been a member of Te Kura for 25 years. This is to be recognised at the Founders Day Assembly.

Motion: Moved Chairperson Seconded P Woods

That P Nicholls and L Brown be the appointed Board representatives on Te Kura.

Carried

7.4 Annual Calendar Update – nil

J Williams left the meeting at 9.20pm

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.

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 MEETINGS

Adams House:	Wednesday 22 April 2015 at 4.15pm
Resources:	Wednesday 22 April 2015 at 5.30pm
Board of Trustees	Tuesday 28 April 2015 at 5.30pm

Meeting closed at 9.55pm

APPROVED..... 28 April 2015
CHAIRPERSON