



**TAURANGA
BOYS' COLLEGE**

Best for Boys | Tama Tū Tama Ora

Minutes of the Meeting of Tauranga Boys' College Board of Trustees Monday 14th February 2022 - 4.30pm Boardroom

Present: Mr Stan Urwin, Mr Robert Mangan (Principal), Mrs Amanda Gilbertson (Trustee), Mrs Nikki Iuli (Deputy Chair), Mr Rob Warner (Staff Representative), Mr Simon Oldham (Trustee), Robert Veale (Student Representative)

Apologies: Mr Richard Craven (Board chair)

In Attendance: Mrs Janine Goldthorpe (Board Secretary)

Welcome

- The Board was welcomed to the first meeting for 2022 by Nikki Iuli. Student Representative, Robert Veale was welcomed to his first Board meeting and Board members introduced themselves.

Conflict of Interest Register

- Board members were asked to update the school regarding any conflicts of interest that may have arisen whilst a school trustee. Nil conflicts received.

2021 Provisional Academic Results

- Mr Rob Gilbert, DP, Learning & Achievement, Senior School presented the 2021 Provisional Academic results to the Board - <https://bit.ly/3oLkeQt>

Principal's Delegations

(Motion No: 1) **RESOLVED** that continuance of the Principal's delegations be approved

*Moved: Iuli
Seconded: Urwin
Carried*

Confirmation of Election of Board Chairman

(Motion No: 2) **RESOLVED** that Mrs Nikki Iuli be confirmed as Chairman of the Board

*Moved: Urwin
Seconded: Gilbertson
Carried*

Confirmation of Deputy Board Chairman

(Motion No: 3) **RESOLVED** that Mr Richard Craven be confirmed as Deputy Chairman of the board of trustees.

*Moved: Iuli
Seconded: Warner
Carried*

Confirmation of Membership of Sub-Committees

Property:	Mr Stan Urwin (Chair), Mr Simon Oldham, Mr Richard Craven. Mr Robert Mangan, Mr Ian Stuart, Mr Wayne Merritt
Finance:	Mr Richard Craven (Chair), Mrs Nikki Iuli Mr Robert Mangan, Mrs Lorna McGregor
Discipline:	Mr Richard Craven (Chair), Mrs Nikki Iuli, Mr Stan Urwin and other Board Members as required, Mr Graeme Leigh MacKenzie
Principal's Performance:	Mr Richard Craven, Mrs Nikki Iuli (Chair)
Titans Sport Council:	Mr Simon Oldham (Board Representative)
Arts Council:	Mrs Amanda Gilbertson (Board Representative)
Health & Safety:	Staff Representative, Student Representative
Uniform:	Mr Ian Stuart (Chair), Mr Darrell Boyd, Mrs Annie Whitfield (Uniform Manager), Student Representative

(Motion No: 4) **RESOLVED** that Mr Graeme Leigh McKenzie be co-opted onto the Board of Trustees.

*Moved: Mangan
Seconded: Iuli
Carried*

1. Minutes of Previous Meeting

(Motion No: 5) **RESOLVED** that the Minutes of the Meeting held on Monday 15th November 2021 be accepted as a true and correct record of that meeting.

*Moved: Iuli
Seconded: Gilbertson*

Matters Arising:

The Sports BOP Lease has been sent back to the MOE for the following amendments:

(Motion No: 6) **RESOLVED** that the Tauranga Boys' College Board of Trustees accepts the rental assessment of \$134,200 with a commencement date of 20 January 2021 (as per original letter of intent dated 7 August 2020). The Board is supportive of a backdate relief period from 20 January to 20 April 2021, with the first effective payment date at the agreed level being 20 May 2021. Next review date is December 2023.

*Moved: Iuli
Seconded: Mangan*

2. Correspondence

- Letter of Resignation from Andrew Fredrickson, Guidance, effective end of 2021
- Letter of Resignation from Rob Sperling, Gateway, effective 18 February 2022
- Letter of Resignation from Grant Mitchell, English Teacher, effective end of 2021.
- Letter of Resignation from Marc Lambert, Science Teacher, effective end of 2021.
- Letter of Resignation from Robert Mangan, Principal, effective from end Term 2, 2022.

(Motion No: 7) **RESOLVED** that the board ratify and endorse the resignations received.

*Moved: Iuli
Seconded: Urwin*

All other correspondence received by the board was tabled.

(Motion No: 8) **RESOLVED** that the Inwards correspondence be received and the Outwards Correspondence be endorsed.

*Moved: Iuli
Seconded: Urwin
Carried*

3. Principal's Report

Mr Mangan spoke to his report which was circulated prior to the meeting.

Roll

Currently the roll stands at 2149 students (including 15 International students) with the college going through a 'settling period' as we confirm who is actually in attendance. A number of boys who have not fronted at school and are unlikely to attend, are being contacted and removed from the roll. The college is staffed on a guaranteed minimum staffing formula of 2061 so we are confident that the college is staffed appropriately. Daily over the last 8 days students have arrived at the school, at Junior level, who are living in-zone and who wish to start immediately. Conversations are also being had with a number of our senior boys about the desirability of employment as opposed to remaining at the college.

This roll number is the largest in the history of the college which reflects in-zone roll growth, popularity for out of zone students to attend TBC and also the strong reputation of the college.

Planning and Reporting

The Executive team will meet in the next 2-3 weeks to review and refine the Strategic Plan diagram that we developed last year focused on improvement and innovation.

https://tbc.ibcdn.nz/media/2021_04_07_strategic-plan-2021-23.pdf

The Annual Targets that were set for 2022 will be reviewed once we have confirmation of national results. We do not envisage too much change to the improvement plan however would welcome input from the Board regarding areas you believe the college should be focusing on. One area we will focus on as a college is around overcoming inequity. As you get visibility of the Senior Academic results, inequity has increased over the last 2 years with the significant impact of Covid-19 and the pandemic restrictions that have swept the country. Those boys most disadvantaged struggle to achieve meaningful academic results whilst learning from home. These particular boys benefit significantly from attending school and also being in the classroom.

Board of Trustees Succession Continuity

Conversation is welcomed regarding Board succession as it is important we have a succession plan for Governance. Board elections will be held in September / October this year and it would be good to ensure some continuity experience moving forward. We will review the eligibility criteria for Board members as all of our existing Board are no longer parents of students at the school. We would need confirmation that current board members meet the criteria to be available for election and / or alternatively may wish to be co-opted onto the Board. The college would support co-option of one or two members of our parent community with the intention that they gain an understanding of Board operation, then stand to be elected in the September / October elections, with the intention that they would be strong candidates and would be supported by the parent community.

Student Learning

It has been a very settled start to the year considering the implications of Covid-19. Our set format for the start of the year, with Teacher Only Days then staggered year levels returning, works well. This is reviewed and refined on an annual basis and we have a very successful plan.

It has been great to have all year levels back in the school, to confirm their attendance, confirm their options, ensure that they have a device and also link them to our network. It is obvious that the boys are enjoying being onsite, socialising with their mates and also being in class with their teachers. Face to face lessons with their teacher are complemented with lessons on Google Classroom.

Senior Academic Results

Rob Gilbert will present our Provisional Senior Academic results at the start of the meeting.

My Vaccine Pass

The MOE has made it very clear that vaccination status cannot be a barrier to students accessing the curriculum. In this regard we are modifying our curriculum delivery to ensure all boys can access it regardless of vaccination status e.g. our Outdoor Education trips, external providers and field trips need to be able to accommodate all our boys, not just those that hold a My Vaccine Pass (MVP). Year 9 camps have a modified programme and will now be day trips to the Mount (primarily water based). We acknowledge the flexibility and adaptability of the Physical Education department and their staff in accommodating the RED level of the Covid Protection Framework, working hard to ensure our boys have a rich and engaging programme that is similar in quality to what would be provided in the previous Year 9 camps at Bowentown. We can assure the Board that a safety action plan and risk analysis matrix will be in place for these day trips. We are also employing appropriately qualified lifeguards and surf life saving experts to support these activities.

Culture - Ahurea

You may have read concerns expressed in the media over the loss of a number of rituals and traditions here at TBC to engage our students, due to Covid-19 restrictions. Unfortunately we were unable to hold our Powhiri for our Year 9 students where the Year 13 students extended a welcome and challenge by way of a full haka. We have worked hard to replicate the welcome in a modified form compliant with MOE guidelines under RED CPF settings. We are confident that our boys are growing a sense of turangawaewae at the college but we are also mindful of the fact that we were not able to offer an Open Evening or Orientation Day in 2021, therefore these first few days are the first time many have set foot in the college.

Student Leadership

28 Prefects have been named with the Student Leadership team confirmed. New staff have been welcomed to the college at student year level meetings and the student leaders have also presented to the different year levels.

Pastoral

Our boys have responded positively to the compliance required to wear masks indoors or to model an exemption to mask wearing provided by the school. Students have been compliant with the RED category whilst indoors. In outdoor situations we are allowing greater flexibility where boys may choose to wear a mask or not. The student body has generally been accepting. Currently we are providing quite a number of masks to our boys.

Effective Teaching and Learning - Ako

Personnel

Principal's resignation

As tabled at the meeting, the Principal's intention is to resign at the end of Term Two this year, the actual date being the end of the Term 2 holidays, 24 July 2022. The most important role for a Board is to appoint a Principal to the college and am confident that this Board has the skills and personnel to make a good judgement in this regard.

It is suggested that a sub-committee be appointed to work through the shortlisting process, and the full Board of Trustees be involved in the appointment. It is also suggested that an education advisor is employed by the Board sub-committee to work through the applications and encourage suitable candidates from both within the college and outside the region to apply for the position. Recommended company names can be made available to the board.

Suggest timeline is:

- Advertise the Principal's position by Friday 18 February, closing date Friday 18 March;
- Shortlisting, interviews and appointment process completed by Friday 8 April (which would be a 3-week time period) or alternatively;
- Thursday 14 April (which would be a 4-week appointment process from closing of the advertisement).

This would provide the successful applicant the opportunity to give 14 weeks notice at their school and therefore a realistic expectation that they take over the Principalship at TBC at the start of Term 3, 25 July 2022. As the Principal I am not involved in the appointment process but will provide as much support as required.

Staff appointments

2022 Leadership Changes:

- Rhian Elmes (Acting Assistant Principal - Distance Learning & Engagement Achievement Support)
- Jesse Morgan - Junior Visual Arts
- Amanda Ibbitson (Acting Assistant Principal - Timetable, Principal's Nominee, Data Analysis, University Papers)
- Nigel Burling - HOF Science
- Michelle Ormsby - TIC Chemistry
- Kieran McGirr - TIC Physics, Hillary House Leader
- Conor Dykes - Hillary House Deputy Leader
- Ben Ormsby - Associate Dean - Student Management
- Dan Anson - Year 12 Dean
- Tevita Banuve-Petersen - Pasifika Tutor
- Nathan Bradley - HOF Technology
- Kelly Vercoe - HOD Drama (Zoe Creek on leave)

New Staff:

- Hamish Forbes - Maths
- Jordan Evison - Maths (1st Yr)
- Tom Collin - HOD Pathways
- Jack Burns - English (1st Yr)
- Suzanne Miller - English
- Adriana Harkness - English (1st Yr)
- Leticia Emery - English
- Andrew Norman - Social Studies / History (1st Yr)
- Reef Cooper - AE (1st Yr)
- Taylah Carter - Science (2nd Yr)
- Gemma Wrigley - Science

- Jim Burtenshaw - Health and Phys. Ed.
- Maryann Grainger - Pathways Manager
- Annie Whitfield - Uniform Shop Manager

We are fully staffed with two teachers appointed the Friday prior to the Teacher Induction day held Wednesday due to resignations received late in 2021. We will need to add additional staff should the roll require the need to do so.

Resignations

As tabled in correspondence:

- Andrew Fredrickson - Guidance Counsellor, Papamoa College
- Grant Mitchell - English Teacher, Te Wharekura o Mauao
- Marc Lambert - Permanent Science - Papamoa College
- Rob Sperling - Retirement

Mandatory Vaccinations

We lost the following staff who chose not to comply with the vaccination mandate for education employees:

- Adrian Davies - contractor providing services to Activity Centre
- Lizette van Beek - Uniform Shop Manager
- Bruce Gillard - employment with the college will be terminated as of 18 February 2022. Bruce has assisted us through the period of November, December, January and early February creating the timetable and meeting other Principal Nominee responsibilities.

In addition to this:

- Justin McCormack has been granted refreshment leave for 1 year.
- Zoe Creek is currently on study leave and has confirmed that she will meet the mandatory vaccination requirement prior to her return to the college.

We are very pleased with the minimal number of terminated employees of the college over this period of time. 99% of our staff were compliant with the vaccination expectation and we are confident that all current employees of the college will meet the mandated requirement to be boosted by 1st March 2022.

Professional Learning

Michelle Ormsby and Nathan Fry have created the Professional Learning (PL) groups for 2022. This continues to be delivered by our Kahui Ako WSL teachers and aligns with the Kahui Ako progress aspirations. In addition to this, Nathan Fry will oversee external professional learning applications where our teachers are seeking PL outside the college.

Kāhui Ako

The initial Kāhui Ako meeting for the year will be held next Wednesday 16 February. As the employer of Ken Ward, Lead Principal, the college can confirm that his appraisal process has been completed by Peter Moyle who is an external contractor. Peter is an experienced leader of a Kāhui Ako cohort himself and is a past Principal. In all aspects Ken has met or exceeded expectations and this will be reported to the Kāhui Ako governance body.

Resources

As the Board will be aware, Lorna McGregor had an accident early in the new year where she was quite severely injured. As a result of this accident she required hospitalisation for a number of days and has been quite unwell. Therefore we are not at the stage that we would normally be in regards to our financial reporting. In this regard, the next finance sub-committee meeting has been postponed until March 2022.

The school is in a very strong position and we are well down the track in terms of completing the 2022 budget based on the 2021 actuals which will then enable accurate reporting when presented to the Board.

Property

Attached is recent communication from the MOE in regard to property (**attached**). Rather than provide an optimistic view of the progress that we will be making moving forward in property, this has been pushed to a higher level to ensure that the MOE understands our ongoing frustration and the need for them to get some traction planning for roll growth.

Uniform Shop

The operation of the Uniform Shop over the summer holiday break and the start of the year has gone smoothly. Our thanks to Kerry Shaw, Sports & Arts Coordinator for her role over the holiday period. Kerry stepped in to meet a significant need and has done a superb job. With Lizette van Beek unable to continue in her role due to non-compliance with the mandatory vaccination of education employees, Kerry stepped into the role. A new Uniform Shop Manager, Annie Whitfield has been employed and has worked alongside Kerry to gain an understanding of the operation of the uniform shop whilst based in the GYYT. Annie is now operating out of the Crabbe Store shop.

Health & Safety

The college is compliant with the Covid Protection Framework RED levels. We have a pandemic plan and have held discussion planning about what we will do should we have a significant portion of our staff either confirmed with Covid or self-isolating. We project 20 - 30% of our teaching staff being unavailable at any one time. In this case we will look to have particular year level cohorts on site at school whilst it may be that a number of year levels are learning from home. We will be flexible and adaptable as the need arises depending upon the impact of Covid infection across our site and our community. As mentioned, the majority of boys have been compliant with masks and we have emphasised the need for good hygiene, to stay at home if unwell, get tested and self-isolate if they present with any symptoms. Some of our young men have been exposed externally but at this stage we have no confirmation of a positive case whilst on site.

The MOE has made it clear that they want the school to remain open therefore we will be compliant as far as possible, but also reserve our autonomy to respond to meet the Health & Safety needs of our wider community. We have reviewed guidelines applying to Outdoor Education and sport and have modified a number of our activities to ensure we are compliant with the RED level settings. In my view we continue to operate well and give our students a full, rich and varied experience as much as possible under a pandemic.

4. Sub-Committee Reports

Property

The attached funding update received from the MOE is disappointing. A meeting has been arranged with MOE property staff to discuss B21 Roll Growth funding and will take place on 28th February.

Health & Safety

The Health & Safety Incidents Report from 9 November 2021 to 7 February 2022 was taken as read. To date the college has received 4000 medical grade masks from the MOE for distribution to students and staff.

Arts Council Trust

The minutes of the meeting held on 23rd November 2021 are attached and taken as read.

Charitable Trusts Committee

The minutes of the meeting held on 2nd December 2021 are attached and taken as read.

(Motion No: 10) **RESOLVED** that the Board supports all funding requests approved and minuted by the Tauranga Boys' College Charitable Trust Committee and as such, applications may be made by the Secretary of this Committee.

Titans Sport Council Trust

The first meeting for 2022 will be held on Friday 18th February.

Staff Representative

An interesting start to the school year with masks now mandatory in the classroom and curriculum trips light on the ground. The staff were shocked to hear of Robert Mangan's resignation as he is held in high esteem. They do feel that we currently have a very stable leadership team.

Student Representative

Interesting start to his role with students requesting air conditioning in classrooms and more water fountains. Most of the student body is fairly relaxed around the expectation of wearing masks in the classroom.

General Business

Historical personnel issue. As there is still a process in progress, this will be discussed at the March meeting.

Meeting concluded at 6.45pm

Next Meeting: Monday 21st March 2022

Chairperson: _____

